

AGENDA - City Council Meeting

Monday, October 19, 2020
7:00 p.m.

1. **CALL TO ORDER -- Pledge of Allegiance & Roll Call**
2. **CONSIDERATION OF MEETING AGENDA – Additions/Deletions/Changes**
3. **CONSIDERATION OF MINUTES**
 - October 5, 2020 Regular Meeting of the City Council
4. **CONSENT AGENDA -- All items listed under the Consent Agenda, unless removed from the Consent Agenda, shall be approved by one Council motion**
 - a. October 19, 2020 Vendor Payments
 - b. Request for Payment – Automated External Defibrillators – Allied 100
 - c. Payment for Professional Services – 2020 Morrison Addition Improvements – Bolton & Menk
 - d. Request for Payment – Water Meters and Parts – Core & Main
 - e. Request for Payment – Bathroom Fixtures (COVID) – Heins Plumbing
 - f. Payment for Contracted Services – Building Inspection Services – Metro West Inspections
 - g. Request for Payment – Sludge Containment/Storage Site Work – West Branch Construction
 - h. Request for Payment – Fire Hall/Event Center – Zimmerman/Livonia Fire District
 - i. Disbursement of State Aid – Zimmerman/Livonia Fire Relief Association
 - j. New Tobacco License – Z Market
5. **OPEN FORUM -- Anyone wishing to address the Council during Open Forum should complete an Open Forum Comment Form and present it to the Clerk prior to the meeting.**
6. **LAW ENFORCEMENT REPORT – Bob Stangler, Patrol Captain, Sheriff's Department**
7. **PUBLIC WORKS REPORT – Keith Koehler, Public Works Director**
 - Morrison Addition Improvement Project Update – Kevin Bittner, Bolton & Menk
 - Authorize Preparation of Proposed Assessment Roll
 - Call for Assessment Hearing
 - Purchase of Snow Equipment for John Deere Tractor
8. **7:30 P.M. ECONOMIC DEVELOPMENT AUTHORITY MEETING**
9. **ADMINISTRATOR'S REPORT – Randy Piasecki, City Administrator**
 - Acknowledgement of Volunteer Service – Barry Rosar – EDA/Planning Commission
10. **MAYOR/COUNCIL ITEMS**
 - Upcoming Events
 - October 31 -- Passing the Bread Food Distribution – 9 – 11 a.m. (Set up on October 30)
 - November 3 – State/Local General Election – Polls open 7:00 a.m. – 8:00 p.m.
11. **ADJOURN**

**MINUTES OF THE REGULAR MEETING
OF THE ZIMMERMAN CITY COUNCIL
MONDAY, OCTOBER 5, 2020**

CALL TO ORDER

The regular meeting of the Zimmerman City Council was called to order at 7:00 p.m. at City Hall by Mayor Stay, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Stay, Council Members Bondhus, Frederick, Shepard and Whiting. Also present were Administrator Piasecki, Clerk/Treasurer Tillmann and Fire Chief Maloney.

AGENDA APPROVAL

Frederick/Whiting unanimous to approve the agenda as presented.

APPROVAL OF MINUTES

Whiting/Shepard unanimous to approve the minutes of the September 21, 2020 Regular Meeting of the City Council as presented.

CONSENT AGENDA

Whiting/Bondhus unanimous to approve the consent agenda as follows:

- a. Approve the payment of claims (check #42444 - #42468) in the amount of \$46,288.52 and electronic payments (check #2082E – #2087E) in the amount of \$37,838.77 as presented.
- b. Approve payment to Kodiak Power Systems (ck #42470) to be paid from CARES Act Grant Funds as follows and as recommended by staff:
 - Invoice #KPS0602 in the amount of \$44,390.00 as final payment on the purchase of two (2) 45 KVA Towable Generators;
 - Invoice #KPS0597 in the amount of \$7,595.00 as partial payment on the purchase of a Cummins natural gas generator with extended warranty installed on Lift Station #2
 - Invoice #KPS0601 in the amount of \$9,195.00 as final payment on the purchase of a Cummins natural gas generator with extended warranty installed on Lift Station #2
- c. Authorize payment to NHH Roofing Plus in the amount of \$30,000.00 (ck #42471) as down payment for future building repairs due to storm damage at City Hall, and the 4th Avenue and 6th Avenue Water Treatment Plants, as requested.
- d. Adopt **RESOLUTION #2020-10-01** appointing identified personas to serve as Election Judges for the 2020 General Election with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits; and approve payment of an hourly wage of \$11.50 per hour for Head Judges and \$10.50 per hour for Regular Election Judges plus mileage, for all Election Judge training and time served on Election Day.
- e. Accept the Building Permit Surcharge Report of September 2020 as presented.
- f. Approve the fireworks display permit as requested by the Zimmerman Quarterback Club for fireworks/pyrotechnic special effects displays by Curt Serbus, to be located at the Zimmerman High School/Middle School, 25900 – 4th Street West, on October 9, 15 & 30, 2020 plus playoff games to be determined November 5 – 7, 2020 if necessary.

OPEN FORUM

There was no one present to address the Council during Open Forum.

FIRE PROTECTION REPORT

Fire Chief Ryan Maloney presented the Fire Department report for the month of September 2020. The Department responded to 14 medical calls, a gas leak and 3 personal injury motor vehicle accidents, as well as 2 carbon monoxide reports, 5 fire alarms, a downed power line and 4 grass fires. The Department also responded to three residential house fires in the service area.

Construction of the new Fire Hall and Event Center continues on schedule. Chief Maloney is also working on finalizing purchases with CARES funding. Currently the Department is hiring to fill three (3) spots on the Department, with appointments to be made by the end of October.

This week is Fire Prevention week with the theme “Serve Up Fire Safety in the Kitchen.” The department will meet with about 1,500 pre-school and school-aged children to talk about how students can take simple but important actions to keep themselves and those around them safe from risk of home fires, especially in the kitchen.

Council accepted the Fire Department Report of September 2020 by unanimous consensus as presented.

FINANCE REPORT - -presented by Clerk/Treasurer Kary Tillmann

2020 Longevity

Annually, Council considers longevity payments to employees based on years of service to the City. Four (4) employees are eligible to receive longevity payments in 2020. In the past, longevity has been paid out to eligible employees with the first payroll in December, if it has been approved by Council.

Stay/Shephard unanimous to approve the annual payout of longevity to the following employees who have at least 10 years of continuous full-time City employment in 2020: Finance Technician Teri Grote (15 years), Wastewater Plant Operator Mike Gwynn (20 years), City Administrator Randy Piasecki (26 years), and Clerk/Treasurer Kary Tillmann (14 years), with the first payroll in December 2020, according to the schedule established and approved by Council (Resolution #2000-12-11), on file in the City Clerk’s Office. Motion carried.

Proposed Ordinance No. 341 – Mayor/Council Salaries

Current salaries for the Mayor and Council were adopted in 2014 and became effective January 1, 2015. During the 2021 budget process, staff suggested and included in the 2021 budget a proposed increase for elected officials. Staff presented draft Ordinance No. 341 which repeals the previous ordinance setting Mayor/Council salaries, sets new salary amounts and amends Section 2.08 of City Code. The amended language increases annual salaries to \$6,000 per year for the Mayor and \$4,800 per year for Councilmembers, retaining the Special meeting rate, with an effective date of January 1, 2021.

Stay/Whiting unanimous to adopt Ordinance No. 341, increasing Mayor and Council salaries effective January 1, 2021, as recommended by staff. Motion carried.

ADMINISTRATOR’S REPORT – presented by City Administrator Randy Piasecki

Pay Request #6 and Change Order #2 – Morrison Addition

C & L Excavating was contracted to perform the 2020 Morrison Addition Improvement Project. Work completed thru September 25, 2020 totals \$1,450,152.19 less required 5% retainage and previous pay requests. The Contractor also submitted change order No. 2 for storm water adjustments in Alley C and manhole and gate valve casting adjusting rings in the streets which increases the contract price by \$6,850.00. Bolton & Menk and City Administrative staff have reviewed the Pay Request and recommend Council adopt the resolution approving Pay Request #6 in the amount of \$126,664.55 and Change Order No. 2 in the amount of \$6,850.00 as requested.

RESOLUTION #2020-10-02 Stay/Shepard unanimous to adopt RESOLUTION #2020-10-02, approving Pay Request #6 in the amount of \$126,664.55 (ck #42469) and Change Order #2 in the amount of \$6,850.00 as submitted by C & L Excavating for the 2020 Morrison Addition Improvements, as recommended by staff and the City Engineer. Motion carried.

Planning Commission Report of September 30, 2020

Final Plat – Zimmerman Commercial Park

The Planning Commission recommends final plat approval of “Zimmerman Commercial Park”, a commercial subdivision of approximately 35-acres lying west of TH 169 and north of 5th Avenue North. This project received preliminary plat approval by the City Council on September 14, 2020. The final plat includes development of 3 developable lots and 2 out lots for storm water retention and future development. The City Engineer has approved the grading, development and construction plans, and a draft development agreement is being reviewed by PSD LLC. Second Street East would be extended approximately 1,700 feet north, including installation of water, sewer and storm sewer utilities. Staff is completing the necessary plat documentation and development agreement details for inclusion in the signature copy of the plat and filing with the County.

Whiting/Stay unanimous to approve the final plat of Zimmerman Commercial Park as requested by PSD LLC, conditioned upon the execution of a Development Agreement with the City of Zimmerman and submission of a letter of credit and all planning related fees, as recommended by the Planning Commission. Motion carried.

Stay/Whiting unanimous to authorize the Mayor and City Administrator to execute a development contract with PSD LLC on behalf of the City of Zimmerman. Motion carried.

Request for Conditional Use Permit/Planned Unit Development – PSD LLC

The Planning Commission conducted a public hearing regarding a request by PSD, LLC for a conditional use permit and planned residential development in the C-2 Highway Commercial District. The CUP would permit the development of 2 multiple family structures in excess of 50-units, and the PRD approval would allow multiple structures on one lot as well as approve the design and features as proposed. All other aspects of Code would still be applicable such as required parking and lighting, architectural standards and fully landscaping the property. If approved as recommended by the Commission, the Phase II construction would only require a building permit for construction, no additional hearings, reviews, etc., unless the plan were to significantly change. Administrator Piasecki reported that the PSD LLC will be paying Park Dedication fess on the 35-acre parcel and will not be requesting TIF Assistance for this project. The Planning Commission recommends approval of the request.

Stay/Whiting to approve a Conditional Use Permit (CUP) for a phased 160-unit Planned Unit Residential Development including two (2) 80-unit multiple family apartment buildings on Lot 1, Block 2, Zimmerman Commercial Park, as requested by PSD LLC and recommended by the Planning Commission. Motion carried.

Stay/Frederick unanimous to accept Planning Commission Report of September 30, 2020 as presented. Motion carried.

Great Northern Trail Memorandum of Understanding

Sherburne and Mille Lacs Counties are looking to create a partnership committee comprised of County staff and representatives from the Cities of Zimmerman, Elk River and Princeton, to collaborate on long-term plans for the Great Northern Trail Corridor. The primary focus of the committee for the first year will include master planning and submission of an application for Regional Trail Designation through the Greater MN Parks and Trails Commission. Staff presented a memorandum of understanding (MOU) for consideration by Council, which was provided by Gina Hugo, Sherburne County Parks Coordinator, and drafted cooperatively by Sherburne and Mille Lacs Counties. The MOU details expectations of entities involved. Councilmember Bondhus volunteered to serve on the committee created through the MOU with Council designating Administrator Piasecki as the City’s staff representative.

Stay/Whiting unanimous to approve the Memorandum of Understanding between Sherburne and Mille Lacs Counties and the Cities of Elk River and Princeton to create the Great Northern Trail Partnership and authorize the City Administrator to sign said MOU on behalf of the City as recommended by staff. Motion carried.

MAYOR/COUNCIL ITEMS

Mayor Stay noted the following upcoming events:

- October 4 - 10 – Fire Prevention Week
- October 30 – MNDOT Region 7W Meeting – Mayor Stay will be attending
- October 31 – Passing the Bread Food Distribution – 9 – 11 a.m. with set up on October 30, 2020
- November 3 – General Election – Polls open 7 a.m. – 8 p.m. -- Residents living north of CSAH 4 will vote at the Sheriff's Department Substation and residents living south of CSAH 4 will vote at Refuge Evangelical Free Church

Council agreed by unanimous consensus to cancel the Committee of the Whole Meeting scheduled for Monday, October 12, 2020 due to a lack of agenda items.

Mayor Stay declared the meeting adjourned at 7:37 p.m.

Approved this 19th day of October 2020.

Kary Tillmann, Clerk/Treasurer

CITY OF ZIMMERMAN

10/15/20 10:02 AM

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*Check Summary Register©

October 2020

Name	Check Date	Check Amt	
10100 Woodlands Nat'l Bank			
Paid Chk# 042473 ACE SOLID WASTE	10/19/2020	\$531.72	12420 - 249th Ave
Paid Chk# 042474 AMERIPRIDE LINEN & APPAREL	10/19/2020	\$113.64	City Hall Rug rental
Paid Chk# 042475 BILLINGS SERVICE INC	10/19/2020	\$185.95	loader tire
Paid Chk# 042476 BOLTON & MENK	10/19/2020	\$1,372.00	2020 pavement preservation
Paid Chk# 042477 CAMPBELL KNUTSON	10/19/2020	\$266.00	contracted legal services
Paid Chk# 042478 CENTERPOINT ENERGY	10/19/2020	\$80.59	11126750-6
Paid Chk# 042479 CITY OF ZIMMERMAN	10/19/2020	\$306.45	Permit B-20497 Re-Roof Permit
Paid Chk# 042480 CORE & MAIN	10/19/2020	\$4,814.15	Sensus support
Paid Chk# 042481 DIAMOND VOGEL PAINT CENTE	10/19/2020	\$1,062.96	paint
Paid Chk# 042482 DIRECT PORTABLE TOILET SER	10/19/2020	\$240.00	portable restrooms
Paid Chk# 042483 DRAKE CONSTRUCTION	10/19/2020	\$5,500.00	refund landscape escrow - 2625
Paid Chk# 042484 ECM PUBLISHERS	10/19/2020	\$104.00	Ord. 341
Paid Chk# 042485 ELK RIVER WINLECTRIC CO	10/19/2020	\$21.89	med lamp
Paid Chk# 042486 ENVIRONMENTAL EXPRESS, IN	10/19/2020	\$314.02	WWTP filters
Paid Chk# 042487 FAIRVIEW HEALTH SERVICES	10/19/2020	\$154.00	immunization
Paid Chk# 042488 LOGAN OR KIRSTEN FENNELL	10/19/2020	\$42.92	refund overpaid final - 25647
Paid Chk# 042489 FERGUSON ENTERPRISES INC	10/19/2020	\$167.12	shock absorbing lanyards
Paid Chk# 042490 GOPHER STATE ONE CALL INC	10/19/2020	\$161.50	locates
Paid Chk# 042491 GREAT NORTHERN ENVIRONME	10/19/2020	\$246.00	WWTP blower oil
Paid Chk# 042492 MIKE GWYNN	10/19/2020	\$118.68	workboots
Paid Chk# 042493 DUSTIN HOEPER	10/19/2020	\$500.00	3Q 2020 cablecast services
Paid Chk# 042494 ISANTI READY-MIX, INC.	10/19/2020	\$386.00	concrete
Paid Chk# 042495 JOHNSON'S HARDWARE HANK	10/19/2020	\$314.03	misc supplies
Paid Chk# 042496 MICHELLE KOLB	10/19/2020	\$1,500.00	refund landscape escrow - 2640
Paid Chk# 042497 LEAGUE OF MN CITIES INS TRU	10/19/2020	\$3,334.00	add'l WC insurance premium
Paid Chk# 042498 MARVS TRUE VALUE	10/19/2020	\$31.98	misc tools
Paid Chk# 042499 MENARDS, ELK RIVER	10/19/2020	\$328.41	misc parts and supplies
Paid Chk# 042500 MENTH AUTO SUPPLY	10/19/2020	\$420.12	misc parts and supplies
Paid Chk# 042501 ERIC OR REBECCA MIELKE	10/19/2020	\$137.48	refund overpaid final - 25497
Paid Chk# 042502 MINUTEMAN PRESS	10/19/2020	\$531.50	PW Uniforms
Paid Chk# 042503 MN MUNICIPAL UTILITIES ASSO	10/19/2020	\$2,787.50	4Q 2020 Safety Management Prog
Paid Chk# 042504 MONROE, MOXNESS, BERG P.A.	10/19/2020	\$165.00	cash flow
Paid Chk# 042505 M-R SIGN CO., INC.	10/19/2020	\$486.21	sign supplies
Paid Chk# 042506 BLUE TARP FINANCIAL, INC.	10/19/2020	\$341.96	sign trailer
Paid Chk# 042507 PACE ANALYTICAL SERVICES	10/19/2020	\$510.90	chemicals and testing
Paid Chk# 042508 CASEY PETERSON	10/19/2020	\$29.48	refund overpaid final - 12671
Paid Chk# 042509 RAY OR KATHLEEN PREBIL	10/19/2020	\$42.06	refund overpaid final - 26564
Paid Chk# 042510 RB'S COMPUTER SERVICE	10/19/2020	\$1,570.00	computer/server monitoring
Paid Chk# 042511 JOHN SHAY	10/19/2020	\$10.42	refund overpaid final - 12981
Paid Chk# 042512 SHERBURNE COUNTY ATTORNE	10/19/2020	\$858.24	Sept 2020 prosecution fees
Paid Chk# 042513 SHERBURNE COUNTY PUBLIC	10/19/2020	\$1,465.76	bulk fuel
Paid Chk# 042514 SHERWIN-WILLIAMS COMPANY	10/19/2020	\$124.57	paint and supplies - RJ Dugout
Paid Chk# 042515 STAPLES ADVANTAGE	10/19/2020	\$1,937.72	COVID Supplies - Elections
Paid Chk# 042516 STEVES TIRE	10/19/2020	\$282.00	account credit
Paid Chk# 042517 KARY TILLMANN	10/19/2020	\$288.50	reimbursement – COVID supplie
Paid Chk# 042518 UNUM LIFE INSURANCE COMPA	10/19/2020	\$340.15	life/LTD insurance

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October 2020

Name	Check Date	Check Amt	
Paid Chk# 042519 USA BLUE BOOK	10/19/2020	\$1,226.97	duplex pump
Paid Chk# 042520 VERIZON WIRELESS	10/19/2020	\$161.36	public works cellular service
Paid Chk# 042521 WARZECHA AUTO WORKS	10/19/2020	\$133.88	vehicle parts and supplies
Paid Chk# 042522 WATER LABORATORIES, INC	10/19/2020	\$96.00	chemicals and testing
Paid Chk# 042523 WINDSTREAM COMMUNICATION	10/19/2020	\$1,636.65	EMS Building
Paid Chk# 042524 ZIMMERMAN-LIVONIA FIRE DIST	10/19/2020	\$1,375.00	PSI Invoice #728155 (50%)
Paid Chk# 042525 BERNIE ZWILLING	10/19/2020	\$35.20	refund overpaid final - 12777
	Total Checks	\$39,192.64	

FILTER: None

CITY OF ZIMMERMAN

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October 2020

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10100 Woodlands Nat'l Bank

Paid Chk# 042473 10/19/2020 ACE SOLID WASTE

E 602-49480-384	Refuse/Garbage Disposal	\$91.82	6276410	12420 - 249th Ave
E 101-41940-384	Refuse/Garbage Disposal	\$108.82	6276410	12980 Fremont Ave
E 101-43100-384	Refuse/Garbage Disposal	\$304.86	6276410	25850 7th St W
E 601-49400-384	Refuse/Garbage Disposal	\$26.22	6276410	12755 6th Ave S
Total ACE SOLID WASTE		\$531.72		

Paid Chk# 042474 10/19/2020 AMERIPRIDE LINEN & APPAREL SER

E 101-41940-460	Contracts	\$113.64	220337496	City Hall Rug rental
Total AMERIPRIDE LINEN & APPAREL SER		\$113.64		

Paid Chk# 042475 10/19/2020 BILLINGS SERVICE INC

E 101-43100-421	Vehicle/Equipment Repairs	\$185.95	38886	loader tire
Total BILLINGS SERVICE INC		\$185.95		

Paid Chk# 042476 10/19/2020 BOLTON & MENK

E 400-43100-303	Engineering Fees	\$190.00	257194	2020 pavement preservation
G 701-22310	Maefield Estates Townhomes	\$1,182.00	257195	routine engineering
Total BOLTON & MENK		\$1,372.00		

Paid Chk# 042477 10/19/2020 CAMPBELL KNUTSON

E 101-41600-304	Legal Fees	\$66.00	2394-000-218	contracted legal services
G 701-22310	Maefield Estates Townhomes	\$125.00	2394-036-3	contracted legal services
G 701-22322	Zimmerman Commercial Park	\$75.00	2394-037-1	contracted legal services
Total CAMPBELL KNUTSON		\$266.00		

Paid Chk# 042478 10/19/2020 CENTERPOINT ENERGY

E 602-49480-380	Gas Utilities	\$31.19	103120-2	11126750-6
E 602-49450-380	Gas Utilities	\$24.36	103120-2	11271608-9
E 602-49450-380	Gas Utilities	\$25.04	103120-2	11271388-8
Total CENTERPOINT ENERGY		\$80.59		

Paid Chk# 042479 10/19/2020 CITY OF ZIMMERMAN

E 601-49410-402	Repairs/Maint Structures	\$102.15	B-20496	Permit B-20496 Re-Roof Permit
E 101-41940-499	Building Repairs	\$102.15	B-20497	Permit B-20497 Re-Roof Permit
E 601-49400-402	Repairs/Maint Structures	\$102.15	B-20498	Permit B-20498 Re-Roof Permit
Total CITY OF ZIMMERMAN		\$306.45		

Paid Chk# 042480 10/19/2020 CORE & MAIN

E 601-49400-300	Professional Srvs	\$1,175.00	N058843	Sensus support
E 602-49450-300	Professional Srvs	\$1,175.00	N058843	Sensus support
E 601-49400-492	Meters	\$1,680.00	N067720	meters and parts
E 602-49450-492	Meters	\$1,680.00	N067720	meters and parts
E 601-49400-492	Meters	\$1,412.07	N072743	meters and parts
E 602-49450-492	Meters	\$1,412.08	N072743	meters and parts
E 601-49400-492	Meters	(\$1,860.00)	N122487	meter returns
E 602-49450-492	Meters	(\$1,860.00)	N122487	meter returns

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October 2020

			Check Amt	Invoice	Comment
Total CORE & MAIN			<u>\$4,814.15</u>		
Paid Chk# 042481	10/19/2020	DIAMOND VOGEL PAINT CENTER			
E 101-45000-220	Repair/Maint Supply		<u>\$1,062.96</u>	802196879	paint
Total DIAMOND VOGEL PAINT CENTER			<u>\$1,062.96</u>		
Paid Chk# 042482	10/19/2020	DIRECT PORTABLE TOILET SERVICE			
E 101-45000-430	Miscellaneous Expenses		<u>\$240.00</u>	3831	portable restrooms
Total DIRECT PORTABLE TOILET SERVICE			<u>\$240.00</u>		
Paid Chk# 042483	10/19/2020	DRAKE CONSTRUCTION			
G 702-20200	Accounts Payable		<u>\$1,500.00</u>	25403	refund landscape escrow - 26294 - 22nd St W
G 702-20200	Accounts Payable		<u>\$1,500.00</u>	25634	refund landscape escrow - 26152 - 24th St W
G 702-20200	Accounts Payable		<u>\$1,000.00</u>	25634	refund driveway escrow - 26152 - 24th St W
G 702-20200	Accounts Payable		<u>\$1,500.00</u>	26219	refund landscape escrow - 26254 - 22nd St W
Total DRAKE CONSTRUCTION			<u>\$5,500.00</u>		
Paid Chk# 042484	10/19/2020	ECM PUBLISHERS			
E 101-41110-351	Legal Notices Publishing		<u>\$104.00</u>	798599	Ord. 341
Total ECM PUBLISHERS			<u>\$104.00</u>		
Paid Chk# 042485	10/19/2020	ELK RIVER WINLECTRIC CO			
E 101-43100-220	Repair/Maint Supply		<u>\$21.89</u>	322856	med lamp
Total ELK RIVER WINLECTRIC CO			<u>\$21.89</u>		
Paid Chk# 042486	10/19/2020	ENVIRONMENTAL EXPRESS, INC.			
E 602-49480-250	Chemicals & Testing		<u>\$314.02</u>	100619725	WWTP filters
Total ENVIRONMENTAL EXPRESS, INC.			<u>\$314.02</u>		
Paid Chk# 042487	10/19/2020	FAIRVIEW HEALTH SERVICES			
E 602-49450-209	Safety Supplies & Equipment		<u>\$154.00</u>	14003206206	immunization
Total FAIRVIEW HEALTH SERVICES			<u>\$154.00</u>		
Paid Chk# 042488	10/19/2020	FENNELL, LOGAN OR KIRSTEN			
E 601-49400-319	Refunds		<u>\$42.92</u>	00-1409/10-20	refund overpaid final - 25647 - 3rd St W
Total FENNELL, LOGAN OR KIRSTEN			<u>\$42.92</u>		
Paid Chk# 042489	10/19/2020	FERGUSON ENTERPRISES INC #3326			
E 601-49400-209	Safety Supplies & Equipment		<u>\$167.12</u>	075527	shock absorbing lanyards
Total FERGUSON ENTERPRISES INC #3326			<u>\$167.12</u>		
Paid Chk# 042490	10/19/2020	GOPHER STATE ONE CALL INC			
E 602-49450-460	Contracts		<u>\$80.75</u>	90854	locates
E 601-49400-460	Contracts		<u>\$80.75</u>	90854	locates
Total GOPHER STATE ONE CALL INC			<u>\$161.50</u>		
Paid Chk# 042491	10/19/2020	GREAT NORTHERN ENVIRONMENTAL			
E 602-49480-404	Repairs/Maint Machinery/Equip		<u>\$246.00</u>	3157	WWTP blower oil
Total GREAT NORTHERN ENVIRONMENTAL			<u>\$246.00</u>		

CITY OF ZIMMERMAN

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October 2020

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Paid Chk# 042492	10/19/2020	GWYNN, MIKE			
E 602-49480-138		Clothing Allowance	\$118.68	0392222	workboots
		Total GWYNN, MIKE	\$118.68		
Paid Chk# 042493	10/19/2020	HOEPER, DUSTIN			
E 101-41110-300		Professional Svcs	\$500.00	2Q 2020	3Q 2020 cablecast services
		Total HOEPER, DUSTIN	\$500.00		
Paid Chk# 042494	10/19/2020	ISANTI READY-MIX, INC.			
E 602-49450-404		Repairs/Maint Machinery/Equip	\$386.00	88312	concrete
		Total ISANTI READY-MIX, INC.	\$386.00		
Paid Chk# 042495	10/19/2020	JOHNSONS HARDWARE HANK			
E 101-44140-209		Safety Supplies & Equipment	\$10.99	Sep-20	misc supplies
E 101-45000-220		Repair/Maint Supply	\$14.99	Sep-20	misc supplies
E 101-43100-220		Repair/Maint Supply	\$162.19	Sep-20	misc supplies
E 101-43100-421		Vehicle/Equipment Repairs	\$52.22	Sep-20	misc supplies
E 101-43100-430		Miscellaneous Expenses	\$21.97	Sep-20	misc supplies
E 601-49410-402		Repairs/Maint Structures	\$11.99	Sep-20	misc supplies
E 602-49450-220		Repair/Maint Supply	\$33.90	Sep-20	misc supplies
E 602-49450-200		Office Supplies	\$5.78	Sep-20	misc supplies
		Total JOHNSONS HARDWARE HANK	\$314.03		
Paid Chk# 042496	10/19/2020	KOLB, MICHELLE			
G 702-20200		Accounts Payable	\$1,500.00	26628-2	refund landscape escrow - 26405 - 120th St NW
		Total KOLB, MICHELLE	\$1,500.00		
Paid Chk# 042497	10/19/2020	LEAGUE OF MN CITIES INS TRUST			
E 101-43100-151		Worker s Comp Insurance Prem	\$666.80	40002062-2	add'l WC insurance premium
E 101-45000-151		Worker s Comp Insurance Prem	\$666.80	40002062-2	add'l WC insurance premium
E 601-49400-151		Worker s Comp Insurance Prem	\$666.80	40002062-2	add'l WC insurance premium
E 602-49450-100		Wages and Salaries	\$666.80	40002062-2	add'l WC insurance premium
E 602-49480-151		Worker s Comp Insurance Prem	\$666.80	40002062-2	add'l WC insurance premium
		Total LEAGUE OF MN CITIES INS TRUST	\$3,334.00		
Paid Chk# 042498	10/19/2020	MARVS TRUE VALUE			
E 101-43100-220		Repair/Maint Supply	\$31.98	384635	misc tools
		Total MARVS TRUE VALUE	\$31.98		
Paid Chk# 042499	10/19/2020	MENARDS, ELK RIVER			
E 101-45000-220		Repair/Maint Supply	\$206.74	18394	misc parts and supplies
E 601-49400-220		Repair/Maint Supply	\$85.37	18831	misc parts and supplies
E 101-42200-430		Miscellaneous Expenses	\$36.30	19228	misc parts and supplies
		Total MENARDS, ELK RIVER	\$328.41		
Paid Chk# 042500	10/19/2020	MENTH AUTO SUPPLY			
E 602-49480-220		Repair/Maint Supply	\$12.79	Sept-20	misc parts and supplies
E 101-43100-421		Vehicle/Equipment Repairs	\$407.33	Sept-20	misc parts and supplies

CITY OF ZIMMERMAN

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			Check Amt	Invoice	Comment
Total MENTH AUTO SUPPLY			\$420.12		
Paid Chk# 042501	10/19/2020	MIELKE, ERIC OR REBECCA			
E 601-49400-319	Refunds		\$137.48	00-1812/10-20	refund overpaid final - 25497 - 12th Bay West
Total MIELKE, ERIC OR REBECCA			\$137.48		
Paid Chk# 042502	10/19/2020	MINUTEMAN PRESS			
E 602-49480-138	Clothing Allowance		\$155.00	26396	PW Uniforms
E 101-43100-138	Clothing Allowance		\$38.75	26396	PW Uniforms
E 101-45000-138	Clothing Allowance		\$38.75	26396	PW Uniforms
E 601-49400-138	Clothing Allowance		\$38.75	26396	PW Uniforms
E 602-49450-138	Clothing Allowance		\$38.75	26396	PW Uniforms
E 101-45000-308	Community Recreation		\$221.50	26396	PW Uniforms
Total MINUTEMAN PRESS			\$531.50		
Paid Chk# 042503	10/19/2020	MN MUNICIPAL UTILITIES ASSOC			
E 101-43100-209	Safety Supplies & Equipment		\$557.50	56237	4Q 2020 Safety Management Program
E 101-45000-209	Safety Supplies & Equipment		\$557.50	56237	4Q 2020 Safety Management Program
E 601-49400-209	Safety Supplies & Equipment		\$557.50	56237	4Q 2020 Safety Management Program
E 602-49450-209	Safety Supplies & Equipment		\$557.50	56237	4Q 2020 Safety Management Program
E 602-49480-209	Safety Supplies & Equipment		\$557.50	56237	4Q 2020 Safety Management Program
Total MN MUNICIPAL UTILITIES ASSOC			\$2,787.50		
Paid Chk# 042504	10/19/2020	MONROE, MOXNESS, BERG P.A.			
E 228-46300-310	Financial Advisor		\$165.00	185953	cash flow
Total MONROE, MOXNESS, BERG P.A.			\$165.00		
Paid Chk# 042505	10/19/2020	M-R SIGN CO., INC.			
E 101-43100-217	Street Signs & Supplies		\$486.21	209980	sign supplies
Total M-R SIGN CO., INC.			\$486.21		
Paid Chk# 042506	10/19/2020	NORTHERN TOOL & EQUIPMENT			
E 101-43100-220	Repair/Maint Supply		\$341.96	193151220	sign trailer
Total NORTHERN TOOL & EQUIPMENT			\$341.96		
Paid Chk# 042507	10/19/2020	PACE ANALYTICAL SERVICES			
E 602-49480-250	Chemicals & Testing		\$141.00	2012022169	chemicals and testing
E 602-49480-250	Chemicals & Testing		\$141.00	2012022420	chemicals and testing
E 602-49480-250	Chemicals & Testing		\$228.90	2012022651	chemicals and testing
Total PACE ANALYTICAL SERVICES			\$510.90		
Paid Chk# 042508	10/19/2020	PETERSON, CASEY			
E 601-49400-319	Refunds		\$29.48	00-1445/10-20	refund overpaid final - 12671 - 8th Ave S
Total PETERSON, CASEY			\$29.48		
Paid Chk# 042509	10/19/2020	PREBIL, RAY OR KATHLEEN			
E 601-49400-319	Refunds		\$42.06	00-1209/10-20	refund overpaid final - 26564 - 10th St W
Total PREBIL, RAY OR KATHLEEN			\$42.06		

CITY OF ZIMMERMAN

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Paid Chk# 042510	10/19/2020	RBS COMPUTER SERVICE			
E 101-44140-300	Professional Svcs	\$396.00	37428		laptop remote configuration
E 101-41940-460	Contracts	\$146.75	37529		computer/server monitoring
E 101-41310-460	Contracts	\$146.75	37529		computer/server monitoring
E 101-41400-460	Contracts	\$146.75	37529		computer/server monitoring
E 101-41500-460	Contracts	\$146.75	37529		computer/server monitoring
E 101-42400-460	Contracts	\$146.75	37529		computer/server monitoring
E 601-49400-460	Contracts	\$146.75	37529		computer/server monitoring
E 602-49450-460	Contracts	\$146.75	37529		computer/server monitoring
E 602-49480-460	Contracts	\$146.75	37529		computer/server monitoring
	Total RBS COMPUTER SERVICE	\$1,570.00			
Paid Chk# 042511	10/19/2020	SHAY, JOHN			
E 601-49400-319	Refunds	\$10.42	00-1285/10-20		refund overpaid final - 12981 - 7th Ave S
	Total SHAY, JOHN	\$10.42			
Paid Chk# 042512	10/19/2020	SHERBURNE COUNTY ATTORNEY			
E 101-41600-460	Contracts	\$858.24	6792		Sept 2020 prosecution fees
	Total SHERBURNE COUNTY ATTORNEY	\$858.24			
Paid Chk# 042513	10/19/2020	SHERBURNE COUNTY PUBLIC WORKS			
E 101-43100-231	Motor Fuel	\$1,000.00	3951		bulk fuel
E 601-49400-231	Motor Fuel	\$200.00	3951		bulk fuel
E 602-49480-231	Motor Fuel	\$200.00	3951		bulk fuel
E 602-49480-231	Motor Fuel	\$65.76	3951		bulk fuel
	Total SHERBURNE COUNTY PUBLIC WORKS	\$1,465.76			
Paid Chk# 042514	10/19/2020	SHERWIN-WILLIAMS COMPANY			
E 101-45000-220	Repair/Maint Supply	\$124.57	4210-8		paint and supplies - RJ Dugouts
	Total SHERWIN-WILLIAMS COMPANY	\$124.57			
Paid Chk# 042515	10/19/2020	STAPLES ADVANTAGE			
E 101-44140-209	Safety Supplies & Equipment	\$1,685.47	8059799510		COVID Supplies - Elections
E 101-44140-209	Safety Supplies & Equipment	\$113.00	8059799510		COVID Supplies - Elections
E 101-41400-200	Office Supplies	\$9.49	8059799510		office supplies
E 101-44140-209	Safety Supplies & Equipment	\$35.38	8059799510		COVID Supplies - Elections
E 101-44140-209	Safety Supplies & Equipment	\$94.38	8059799510		COVID Supplies - laptop case for remote work
	Total STAPLES ADVANTAGE	\$1,937.72			
Paid Chk# 042516	10/19/2020	STEVES TIRE			
E 101-43100-233	Tires	(\$138.00)	1-100276		account credit
E 101-43100-233	Tires	\$420.00	1-105376		tires for jetter
	Total STEVES TIRE	\$282.00			
Paid Chk# 042517	10/19/2020	TILLMANN, KARY			
E 101-44140-209	Safety Supplies & Equipment	\$288.50	6751434		reimbursement -- COVID supplies
	Total TILLMANN, KARY	\$288.50			
Paid Chk# 042518	10/19/2020	UNUM LIFE INSURANCE COMPANY			

CITY OF ZIMMERMAN

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		Check Amt	Invoice	Comment
E 101-41310-134	Employer Paid Life/LTD	\$36.89	0691743-11/20	life/LTD insurance
E 101-41400-134	Employer Paid Life/LTD	\$37.51	0691743-11/20	life/LTD insurance
E 101-41500-134	Employer Paid Life/LTD	\$16.01	0691743-11/20	life/LTD insurance
E 101-43100-134	Employer Paid Life/LTD	\$48.25	0691743-11/20	life/LTD insurance
E 101-45000-134	Employer Paid Life/LTD	\$48.25	0691743-11/20	life/LTD insurance
E 601-49400-134	Employer Paid Life/LTD	\$62.14	0691743-11/20	life/LTD insurance
E 602-49450-134	Employer Paid Life/LTD	\$62.14	0691743-11/20	life/LTD insurance
E 602-49480-134	Employer Paid Life/LTD	\$28.96	0691743-11/20	life/LTD insurance
Total UNUM LIFE INSURANCE COMPANY		\$340.15		
Paid Chk# 042519 10/19/2020 USA BLUE BOOK				
E 602-49450-402	Repairs/Maint Structures	\$707.07	194769	duplex pump
E 602-49450-430	Miscellaneous Expenses	\$128.16	226228	flags
E 101-44140-209	Safety Supplies & Equipment	\$391.74	384826	misc supplies
Total USA BLUE BOOK		\$1,226.97		
Paid Chk# 042520 10/19/2020 VERIZON WIRELESS				
E 101-43100-323	Mobile Phones/Pagers	\$40.34	9863420555	public works cellular service
E 101-45000-323	Mobile Phones/Pagers	\$40.34	9863420555	public works cellular service
E 601-49400-323	Mobile Phones/Pagers	\$40.34	9863420555	public works cellular service
E 602-49450-323	Mobile Phones/Pagers	\$40.34	9863420555	public works cellular service
Total VERIZON WIRELESS		\$161.36		
Paid Chk# 042521 10/19/2020 WARZECHA AUTO WORKS				
E 101-43100-220	Repair/Maint Supply	\$77.83	41560	vehicle parts and supplies
E 101-43100-421	Vehicle/Equipment Repairs	\$14.48	41654	vehicle parts and supplies
E 101-43100-421	Vehicle/Equipment Repairs	\$41.57	41713	vehicle parts and supplies
Total WARZECHA AUTO WORKS		\$133.88		
Paid Chk# 042522 10/19/2020 WATER LABORATORIES, INC				
E 601-49400-250	Chemicals & Testing	\$96.00	53428	chemicals and testing
Total WATER LABORATORIES, INC		\$96.00		
Paid Chk# 042523 10/19/2020 WINDSTREAM COMMUNICATIONS				
E 101-41940-321	Telephone	\$426.17	Sept 2020	City Hall Phone & Internet
E 101-43100-321	Telephone	\$228.76	Sept 2020	PW Shop Phone & Internet
E 602-49480-321	Telephone	\$145.27	Sept 2020	SBR Phone & Internet
E 601-49400-321	Telephone	\$392.19	Sept 2020	6th Ave Phone & Internet
E 601-49410-321	Telephone	\$159.18	Sept 2020	4th Ave Plant
E 101-42200-321	Telephone	\$146.89	Sept 2020	EMS Building
E 101-45000-321	Telephone	\$138.19	Sept 2020	Info Sign Internet
Total WINDSTREAM COMMUNICATIONS		\$1,636.65		
Paid Chk# 042524 10/19/2020 ZIMMERMAN-LIVONIA FIRE DISTRIC				
E 411-41900-520	Buildings and Structures	\$481.25	1089	PSI Invoice #728155 (50%)
E 411-42201-520	Buildings and Structures	\$893.75	1089	PSI Invoice #728155 (50%)
Total ZIMMERMAN-LIVONIA FIRE DISTRIC		\$1,375.00		
Paid Chk# 042525 10/19/2020 ZWILLING, BERNIE				

CITY OF ZIMMERMAN

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October 2020

	Check Amt	Invoice	Comment
E 601-49400-319 Refunds	\$35.20	00-160/10-202	refund overpaid final - 12777 - 1st Ave S
Total ZWILLING, BERNIE	\$35.20		
10100 Woodlands Nat'l Bank	\$39,192.64		

Fund Summary

10100 Woodlands Nat'l Bank	
101 GENERAL FUND	\$14,684.75
228 EDA	\$165.00
400 CAPITAL IMPROVEMENTS	\$190.00
411 2020 FIRE HALL/EVENT CENTER	\$1,375.00
601 WATER FUND	\$5,640.03
602 SEWER FUND	\$8,755.86
701 DEVELOPER ESCROWS	\$1,382.00
702 LANDSCAPE/DRIVEWAY ESCROW	\$7,000.00
	\$39,192.64

CITY OF ZIMMERMAN

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September 2020 to October 2020

Name	Check Date	Check Amt	
10100 Woodlands Nat'l Bank			
Paid Chk# 002088E WOODLANDS NATIONAL BANK	9/30/2020	\$50.00	Sept 2020 ICS fee
Paid Chk# 002089E DISCOVER FP	10/1/2020	\$1,000.00	postage
Paid Chk# 002090E PSN (PAYMENT SERVICE NETW	10/1/2020	\$20.83	refund overpaid final
Paid Chk# 002091E WOODLANDS NATIONAL BANK	10/2/2020	\$34,328.86	10/02/2020 payroll
Paid Chk# 002092E AFLAC	10/5/2020	\$163.76	October 2020 premium
Paid Chk# 002093E MSRS (MN STATE RETIREMENT	10/5/2020	\$860.41	10/02/2020 payroll contributio
Paid Chk# 002094E PERA	10/5/2020	\$4,499.29	10/02/2020 payroll contributio
Paid Chk# 002095E PSN (PAYMENT SERVICE NETW	10/5/2020	\$1,140.31	monthly credit card processing
Paid Chk# 002096E MN DEPT OF REVENUE	10/6/2020	\$727.47	Aug 2020 Sales & Use Tax
Paid Chk# 002097E MN DEPT OF REVENUE	10/6/2020	\$642.00	Sept 2020 Sales & Use Tax
Paid Chk# 002098E PAYCHEX, INC.	10/10/2020	\$650.05	Sept 2020 payroll processing
Total Checks		\$44,082.98	

FILTER: None

CITY OF ZIMMERMAN

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September 2020 to October 2020

Check Amt Invoice Comment

10100 Woodlands Nat'l Bank

Paid Chk# 002088E 9/30/2020 WOODLANDS NATIONAL BANK

E 101-41500-210	Operating Supplies	\$50.00	Sep 2020	Sept 2020 ICS fee
Total	WOODLANDS NATIONAL BANK	\$50.00		

Paid Chk# 002089E 10/1/2020 DISCOVER FP

E 601-49400-322	Postage	\$500.00	Sept 2020	postage
E 602-49450-322	Postage	\$500.00	Sept 2020	postage
Total	DISCOVER FP	\$1,000.00		

Paid Chk# 002090E 10/1/2020 PSN (PAYMENT SERVICE NETWORK)

E 601-49400-319	Refunds	\$20.83	00-667/10-202	refund overpaid final
Total	PSN (PAYMENT SERVICE NETWORK)	\$20.83		

Paid Chk# 002091E 10/2/2020 WOODLANDS NATIONAL BANK

E 101-41110-103	Part-Time Employees	\$1,600.00	2020-20	10/02/2020 payroll
E 101-41110-104	Special Meetings	\$300.00	2020-20	10/02/2020 payroll
E 101-41110-122	FICA	\$145.36	2020-20	10/02/2020 payroll
E 101-41310-100	Wages and Salaries	\$3,405.31	2020-20	10/02/2020 payroll
E 101-41310-122	FICA	\$341.60	2020-20	10/02/2020 payroll
E 101-41400-101	Full-Time Employees Regular	\$3,015.84	2020-20	10/02/2020 payroll
E 101-41400-122	FICA	\$247.88	2020-20	10/02/2020 payroll
E 101-41500-101	Full-Time Employees Regular	\$1,436.17	2020-20	10/02/2020 payroll
E 101-41500-122	FICA	\$117.86	2020-20	10/02/2020 payroll
E 101-43100-101	Full-Time Employees Regular	\$3,510.66	2020-20	10/02/2020 payroll
E 101-43100-122	FICA	\$346.26	2020-20	10/02/2020 payroll
E 101-45000-101	Full-Time Employees Regular	\$4,137.96	2020-20	10/02/2020 payroll
E 101-45000-122	FICA	\$346.26	2020-20	10/02/2020 payroll
E 601-49400-100	Wages and Salaries	\$5,223.94	2020-20	10/02/2020 payroll
E 601-49400-122	FICA	\$435.69	2020-20	10/02/2020 payroll
E 602-49450-100	Wages and Salaries	\$5,223.94	2020-20	10/02/2020 payroll
E 602-49450-122	FICA	\$435.69	2020-20	10/02/2020 payroll
E 602-49480-100	Wages and Salaries	\$2,599.31	2020-20	10/02/2020 payroll
E 602-49480-102	Full-Time Employees Overtime	\$70.39	2020-20	10/02/2020 payroll
E 602-49480-122	FICA	\$234.74	2020-20	10/02/2020 payroll
E 602-49450-131	Employer Paid Health	\$144.25	2020-20	10/02/2020 payroll
E 101-41310-131	Employer Paid Health	\$288.50	2020-20	10/02/2020 payroll
E 101-45000-131	Employer Paid Health	\$144.25	2020-20	10/02/2020 payroll
E 601-49400-131	Employer Paid Health	\$144.25	2020-20	10/02/2020 payroll
E 101-43100-131	Employer Paid Health	\$144.25	2020-20	10/02/2020 payroll
E 602-49480-131	Employer Paid Health	\$288.50	2020-20	10/02/2020 payroll
Total	WOODLANDS NATIONAL BANK	\$34,328.86		

Paid Chk# 002092E 10/5/2020 AFLAC

E 601-49400-100	Wages and Salaries	\$21.18	424188	October 2020 premium
E 602-49450-100	Wages and Salaries	\$21.18	424188	October 2020 premium
E 101-43100-101	Full-Time Employees Regular	\$121.40	424188	October 2020 premium

CITY OF ZIMMERMAN

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September 2020 to October 2020

			Check Amt	Invoice	Comment
Total AFLAC			\$163.76		
Paid Chk# 002093E 10/5/2020 MSRS (MN STATE RETIREMENT SYS)					
E 101-41310-100	Wages and Salaries		\$500.00	2020-20	10/02/2020 payroll contributions
E 101-43100-101	Full-Time Employees Regular		\$90.10	2020-20	10/02/2020 payroll contributions
E 101-45000-101	Full-Time Employees Regular		\$90.10	2020-20	10/02/2020 payroll contributions
E 601-49400-100	Wages and Salaries		\$90.10	2020-20	10/02/2020 payroll contributions
E 602-49450-100	Wages and Salaries		\$90.11	2020-20	10/02/2020 payroll contributions
Total MSRS (MN STATE RETIREMENT SYS)			\$860.41		
Paid Chk# 002094E 10/5/2020 PERA					
E 602-49480-121	PERA		\$208.50	2020-20	10/02/2020 payroll contributions
E 101-41310-100	Wages and Salaries		\$271.49	2020-20	10/02/2020 payroll contributions
E 101-41310-121	PERA		\$313.26	2020-20	10/02/2020 payroll contributions
E 101-41400-101	Full-Time Employees Regular		\$224.34	2020-20	10/02/2020 payroll contributions
E 101-41400-121	PERA		\$258.86	2020-20	10/02/2020 payroll contributions
E 101-41500-101	Full-Time Employees Regular		\$104.39	2020-20	10/02/2020 payroll contributions
E 101-41500-121	PERA		\$120.45	2020-20	10/02/2020 payroll contributions
E 101-43100-101	Full-Time Employees Regular		\$288.89	2020-20	10/02/2020 payroll contributions
E 101-43100-121	PERA		\$333.34	2020-20	10/02/2020 payroll contributions
E 101-45000-101	Full-Time Employees Regular		\$288.89	2020-20	10/02/2020 payroll contributions
E 101-45000-121	PERA		\$333.34	2020-20	10/02/2020 payroll contributions
E 601-49400-100	Wages and Salaries		\$365.12	2020-20	10/02/2020 payroll contributions
E 601-49400-121	PERA		\$421.30	2020-20	10/02/2020 payroll contributions
E 602-49450-100	Wages and Salaries		\$365.12	2020-20	10/02/2020 payroll contributions
E 602-49450-121	PERA		\$421.30	2020-20	10/02/2020 payroll contributions
E 602-49480-100	Wages and Salaries		\$180.70	2020-20	10/02/2020 payroll contributions
Total PERA			\$4,499.29		
Paid Chk# 002095E 10/5/2020 PSN (PAYMENT SERVICE NETWORK)					
E 601-49400-309	Credit Card Processing Fees		\$570.15	224771	monthly credit card processing
E 602-49450-309	Credit Card Processing Fees		\$570.16	224771	monthly credit card processing
Total PSN (PAYMENT SERVICE NETWORK)			\$1,140.31		
Paid Chk# 002096E 10/6/2020 MN DEPT OF REVENUE					
E 101-41500-437	Taxes Payable		\$45.00	0-997-365-024	Aug 2020 Sales & Use Tax
E 601-49400-437	Taxes Payable		\$682.47	0-997-365-024	Aug 2020 Sales & Use Tax
Total MN DEPT OF REVENUE			\$727.47		
Paid Chk# 002097E 10/6/2020 MN DEPT OF REVENUE					
E 101-41500-437	Taxes Payable		\$51.00	0-741-184-800	Sept 2020 Sales & Use Tax
E 601-49400-437	Taxes Payable		\$591.00	0-741-184-800	Sept 2020 Sales & Use Tax
Total MN DEPT OF REVENUE			\$642.00		
Paid Chk# 002098E 10/10/2020 PAYCHEX, INC.					
E 101-41500-301	Auditing and Acct g Services		\$650.05	2020100100	Sept 2020 payroll processing
Total PAYCHEX, INC.			\$650.05		

CITY OF ZIMMERMAN

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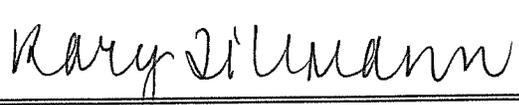
September 2020 to October 2020

	<u>Check Amt</u>	Invoice	Comment
10100 Woodlands Nat'l Bank	\$44,082.98		

Fund Summary

<u>10100 Woodlands Nat'l Bank</u>	
101 GENERAL FUND	\$23,663.06
601 WATER FUND	\$9,066.03
602 SEWER FUND	\$11,353.89
	<hr/>
	\$44,082.98

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: October 19, 2020 Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Finance Administration
Agenda Item: Authorize Payment for Purchase of Defibrillators – COVID	Presenter: Kary Tillmann, Clerk/Treasurer Estimated Time: <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to accept... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) invoice #1770113 in the amount of \$24,960.00 presented for payment by Allied 100 for the purchase of 15 Philips HeartStart defibrillators with Infant/Child keys and carrying cases as approved by Council on September 21, 2020, to be paid with the City's allotment of COVID CARES Act grant funds, as recommended by staff.	
Background: (Attach additional pages if needed)	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head Signature/Date:  10/15/2020	
Clerk/Treasurer Signature/Date:  10/14/2020	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other	
Date of Action: _____	
Comments:	
Administrator's Signature/Date:	



1800 US Hwy 51 N Phone: 800-544-0048
 Woodruff, WI 54568 Fax: 888-364-2377

Send Payments To:
 P.O. Box 78084
 Milwaukee, WI 53278

INVOICE



REP	CUST ID	DATE	INVOICE
DK	274642	9/30/2020	1770113

SOLD TO	763-856-4666
Accounts Payable City of Zimmerman 12980 Fremont Ave Zimmerman MN 55398	

SHIP TO	763-856-4666
Kary Tillmann City of Zimmerman 12980 Fremont Ave Zimmerman MN 55398-9414	

Shipped by: Free Shipping	PO #: 092920AED	Terms: Net 30
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Item	Description	Ordered	Shipped	Not Shipped	Unit Price	Total
989803139311	Infant/Child Key for Philips HeartStart FRx Defibrillator	15	15	0	\$105.00	\$1,575.00
861304-C01	Philips HeartStart FRx Defibrillator w/Carry Case. Includes: - 861304: Philips HeartStart FRx AED - 8 Year Warranty - SMART Pads II Electrodes - Long Life Battery Pack - Operator's Instruction Manual - Quick Reference Card - 989803139251: Philips Carry Case - Responder® Premium AED/CPR Pack - AED Check Inspection Tag - AED Window/Wall Decal	15	15	0	\$1,559.00	\$23,385.00

Subtotal	\$24,960.00
Shipping	\$0.00
Sales Tax	\$0.00
Invoice Total	\$24,960.00
Balance Due	\$24,960.00

PLEASE NOTE OUR NEW REMIT TO ADDRESS:

P.O. Box 78084
 Milwaukee, WI 53278

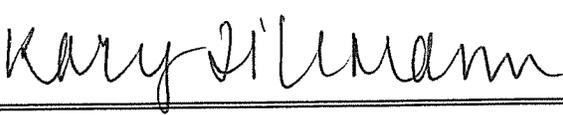
[Signature] 10/5/2020
 102-44140-580

Thank you for your order!



AEDs are intended for use by or on order of a physician or licensed by state law. A 1.5% per month finance charge will be assessed on late payments. Returns of medical products cannot be accepted without first obtaining a RMA number within 30 days of invoice date.

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: October 19, 2020 Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Finance Administration
Agenda Item: Payment for Professional Services – Contracted Engineering – Bolton & Menk (July 25 – August 21, 2020)	Presenter: Kary Tillmann, Clerk/Treasurer Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) ...accept Invoice #257193 in the amount of \$9,694.40 presented for payment by Bolton & Menk (ck #XXXXX) for Engineering and Project Management Services for the period of July 25 – August 21, 2020 for the 2020 Morrison Addition Improvement Project Management Services, as recommended by staff.	
Background: (Attach additional pages if needed)	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head Signature/Date:  10/14/2020	
Clerk/Treasurer Signature/Date:  10/16/2020	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other	
Date of Action: _____	
Comments:	
Administrator's Signature/Date:	



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
507-625-4171 | 507-625-4177 (fax)
www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



City of Zimmerman
Attn: Randy Piasecki, City Administrator
12980 Fremont Avenue
Zimmerman, MN 55398-9414

September 24, 2020
Project No: R16.118404
Invoice No: 0257193
Client Account: ZIMM

Zimmerman/2020 Morrison Addition

Street and Utility Reconstruction on 1st and 2nd Avenue South, 3rd Street West Plus Alleys A, B and C

Engineering Services from July 25, 2020 through August 21, 2020:
- Construction Staking, Observation and Contract Administration

Design & Construction (002)
Final Design and Construction Engineering Services

Professional Services

	Hours	Amount	
Principal	11.00	2,090.00	
Senior Technician	1.00	138.00	
Technician	34.00	4,250.00	
Totals	46.00	6,478.00	
Total Labor			6,478.00

Reimbursable Expenses

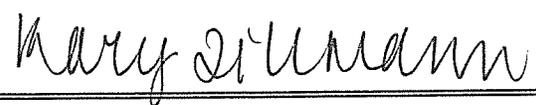
Testing		3,216.40	
Total Reimbursables		3,216.40	3,216.40

Total this Task \$9,694.40

Total this Invoice \$9,694.40

[Handwritten Signature] 10/5/2020
409-42100-309

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: October 19, 2020 Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Public Works
Agenda Item: Request for Payment – Water Meters – Core & Main	Presenter: Keith Koehler, Public Works Director Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min <input type="checkbox"/> 15 Min <input type="checkbox"/> 30 Min <input type="checkbox"/> 45 Min <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) ...authorize payment in the amount of \$98,240.00 (ck #XXXXX) to Core & Main, for the purchase of water meters and related parts, as recommended by staff, with funds to be taken from the Water (601) and Sewer (602) Fund. Background: (Attach additional pages if needed) The purchase and payment of water meters is a regular request of Council. Staff recently received a bulk order of 208 water meters for installation in residential properties. Purchasing in this large quantity saved the City approximately \$100 per meter in cost. Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head Signature/Date:  10/15/2020	
Clerk/Treasurer Signature/Date:  10/14/2020	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other Date of Action: _____ Comments: 	
Administrator's Signature/Date:	



INVOICE

Invoice # N095281
 Invoice Date 10/07/20
 Account # 101164
 Sales Rep KIRK PETERSON
 Phone # 952-937-9666
 Branch # 230 Eden Prairie, MN
 Total Amount Due \$98,240.00

1830 Craig Park Court
 St. Louis, MO 63146

Remit To:
 CORE & MAIN LP
 PO BOX 28330
 ST LOUIS, MO 63146

405 1 MB 0.439 E0390X I0616 D6697497351 S2 P7746323 0001:0001



ZIMMERMAN CITY OF
 12980 FREMONT AVE
 ZIMMERMAN MN 55398-9414

Shipped to:
 12980 FREMONT AVE
 ZIMMERMAN, MN

CUSTOMER JOB- METERS Meters

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
9/29/20	10/06/20	ALLY METERS	Meters	METERS		MAGNUM ALLOW	N095281

Product Code	Description	Quantity		Price	UM	Extended Price
		Ordered	Shipped			
43V2VPX3XSGBD	3/4S ALLY 3-TERM SCREW 1G SM 7WHL MFG S/N F/MTR ID & CVR V2VPX3XSGBD METERS PROGRAMMED TO 1000 GALLON	152	152	405.00000	EA	61,560.00
1307GPIPERLM75TS	3/4S IPERL 1000G 3-TRM SCRW SM 7.5"LL SMART MODE I2S3GLXX	56	56	135.00000	EA	7,560.00
125396353751202MI	510M S/POINT M2 WIRED SP HR & LD 5396353751202MI	208	208	140.00000	EA	29,120.00

602-49450-492
 KK

[Signature]
 10/14/2020

Visit coreandmain.com
 for a current W-9 form



Online ADVANTAGE

- Pay Online
- Paperless Billing
- Invoice Reprints
- Signed Delivery Receipts

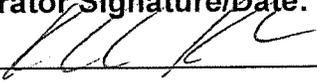
Remit payment to the address shown on this invoice or access your account in Online Advantage to pay online.

Freight	Delivery	Handling	Restock	Misc.	Subtotal:	98,240.00
					Other:	0.00
					Tax:	0.00
					Invoice Total:	\$98,240.00

Terms: NET 30 Ordered By: TERRI

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: October 19, 2020 Flexibility: <input type="checkbox"/> YES <input type="checkbox"/> NO	Originating Department: Public Works
Agenda Item: Request for Payment – Bathroom Fixtures -- COVID	Presenter: Keith Koehler, Public Works Director Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) A motion to authorize payment to Heins Plumbing & Heating in the amount of \$7,800.00 as partial payment for the replacement and installation of motion sensor bathroom fixtures and drinking fountains at City Hall and the Civic Building, to be paid from COVID CARES Act Funds. Background: (Attach additional pages if needed) Staff previously discussed with Council plans to utilize the City's allotment of COVID CARES Act funds, to include touchless fixtures in the restrooms at City Hall and the City Parks. Heins Plumbing will complete the work. A 50% down-payment is necessary to proceed. Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head/Administrator Signature/Date: <div style="text-align: center;">  10/16/20 </div>	
Clerk/Treasurer Signature/Date: <div style="text-align: center;">  10/17/2020 </div>	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other Date of Action: _____ Comments: 	
Administrator's Signature/Date:	

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: October 19, 2020 Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Finance Administration
Agenda Item: Payment for Professional Services – Building Inspection Services – Metro West Inspection Services, Inc. (September 2020)	Presenter: Kary Tillmann, Clerk/Treasurer Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) accept Invoice #2578 in the amount of \$12,173.55 (ck#XXXXX) authorizing payment to Metro West Inspection Services, Inc., for professional Building Inspection services in the City of Zimmerman for the month of September 2020, as recommended by staff.	
Background: (Attach additional pages if needed) 	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head Signature/Date:  10/14/2020	
Clerk/Treasurer Signature/Date:  10/16/2020	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other	
Date of Action: _____	
Comments: 	
Administrator's Signature/Date: 	

Metro West Inspection Services, Inc.
689 Medina St, Suite 250
Loretto, MN 55357 US



INVOICE

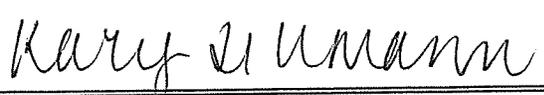
BILL TO
City of Zimmerman
12980 Fremont Ave
Zimmerman, MN 55398

INVOICE # 2578
DATE 09/29/2020

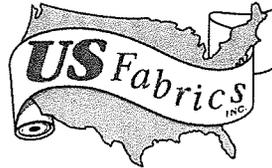
ACTIVITY	HOURS	RATE	AMOUNT
Finald Permits Finald permits September 2020	1	12,173.55	12,173.55
		BALANCE DUE	\$12,173.55

 10/5/2020
101 - 42400 - 160

**CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION**

Requested Date of Council Consideration: <p align="center">10/19/20</p>	Originating Department: <p align="center">Public Works</p>
Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Presenter: Keith Koehler, Public Works Director
Agenda Item: Purchase Additional Sludge Storage Bag and Liner for WWTF	Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) A motion to accept quote #USFQ80818 in the amount of \$12,104.80 from US Fabrics Inc., to purchase a 60'x100' EcoTube and 36'x120' Geomembrane liner for the sludge storage system at the WWTF, to be paid from the Sewer Fund. Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Background: The City has lost a significant amount of private land on which to apply sludge from the WWTF. In May 2020 the City installed a lined pad, tank and collection system to service a BioBag above ground sludge storage system. This system has worked extremely well, eliminating the need to land apply sludge. Staff proposes to expand the lined pad area and install another bag for sludge storage. Attached is a quote from US Fabrics Inc. to provide a 60'x100' EcoTube bag and a 36'x120' Geomembrane liner to be installed at the existing sludge bag pad site at the WWTF. This additional bag and liner system should provide adequate sludge storage while the current WWTF facility design is in process. This installation will allow greater flexibility in the operation of the WWTF. Staff recommends payment as submitted.	
Department Head Signature/Date:  10/15/2020	
Clerk/Treasurer Signature/Date:  10/15/2020	
ACTION TAKEN <input type="checkbox"/> Approved as Requested <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other Date of Action: _____ Comments:	
Administrator's Signature/Date:	

CUSTOMER
 Nero Engineering
 Eric Meester
 (612)240-0524
 TBD



09/25/20

SHIP TO
 City of Zimmerman
 Mike Gwynn
 (763)856-4088
 12980 Fremont Ave

MN

Quote Number:
USFQ80818
Quotation Prepared By:
Bob

Zimmerman
 MN
 55398

We are pleased to offer the following price quotation:

US FABRIC'S PRODUCT	Weight Roll/Panel	# Rolls / Panels	Qty	Unit	Price / Unit	TOTAL
EcoTube 60' circumference x 100' (3 fill ports) Fabricated item - ALL SALES FINAL.	720 #		1	ea	\$3,000.000	\$3,000.000
Freight: ** Van Style LTL Carrier **		1	1	load	\$350.000	\$350.000
SubTotal						\$3,350.000
100mil HDPE Smooth Geomembrane Liner Panel Size: 36' x 120'		1	4,320	sf	\$1.390	\$6,004.800
Freight ** Flatbed **			1	load	\$2,750.000	\$2,750.000
SubTotal						\$8,754.800
				Grand Total		\$12,104.80

PRODUCT - PACKAGING - SPECIFICATION NOTES

TERMS & CONDITIONS

FREIGHT NOTES : Freight quotes are based on the referenced quantity via van style carrier, unless otherwise noted. Any stated freight delivery times are estimates and not guarantees unless specifically stated in writing. Due to LTL (Less Than Truckload) freight company restrictions, any material larger than 16-feet in width may require additional charges - please inquire.

PRICING NOTE : The above pricing is valid for at least 30 days unless otherwise noted. **TERMS :** Terms are Net 30 days with approved credit or other terms specifically detailed in writing. If paying with a credit card please add a 3% surcharge to cover additional cost associated with credit cards. **RETURNS :** Returned items are subject to a restocking charge of 30% as well as additional freight charges. Sales of specialty items (non-AASHTO) or custom / fabricated items; or Sleeve-it, Geomembranes are final; flatbed shipments not eligible for return. **LABELING/CERTIFICATIONS :** At time of quotation, customer must notify US Fabrics of any NTPEP / AASHTO / "Buy American" product requirements or need of project specific certifications. Should you have any questions or require additional information, please do not hesitate to contact me at 800-518-2290.

Sincerely,

Bob Gerding bob@usfabrics.com

3904 Virginia Ave - Cincinnati, OH 45227

www.usfabrics.com

Phone: 513-271-6000 - Fax: 513-271-4420

**CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION**

Requested Date of Council Consideration: October 19, 2020 Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Finance
Agenda Item: ZLFD Fire Hall/Event Center – Pay Request #3 -- Rochon	Presenter: Kary Tillmann, Clerk/Treasurer Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) ... approve payment to the Zimmerman/Livonia Fire District in the amount of \$231,987.94 (ck #XXXXX) as identified on Pledge #1087 for Rochon Pay Request #3 for Construction Management services on the Fire Hall and Event Center through September 30, 2020, to be paid from bond proceeds, as recommended by staff.	
Background: (Attach additional pages if needed)	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head Signature/Date:  10/14/2020	
Clerk/Treasurer Signature/Date:  10/16/2020	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other Date of Action: _____ Comments: 	
Administrator's Signature/Date:	

13028 Fremont Avenue
Zimmerman, MN 55398 US
(763)856-2280
zimmermanfd@izoom.net



BILL TO
Kary Tillmann
City of Zimmerman

PLEDGE # 1087
DATE 10/02/2020
DUE DATE 10/02/2020
TERMS Due on receipt

DESCRIPTION	QTY	RATE	AMOUNT
Pay Request #3 Pay Request #3	1	231,987.94	231,987.94

BALANCE DUE **\$231,987.94**

[Signature] 10/5/2020

65% 411-42201-520 - \$150,792.16

35% 411-41900-520 - \$81,195.78

Rochon

Suite 200
28 2nd St NW
Osseo, MN 55369
Office 763.559.9393
Fax 763.559.8101
www.rochoncorp.com

September 30, 2020

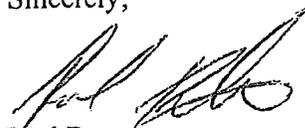
Mr. John Brandel
Kodet Architectural Group, Ltd.
15 Groveland Terrace
Minneapolis, MN 55403

Re: Pay Application for Zimmerman Fire Hall

Dear John:

Enclosed is our third Application for Payment of work performed through September 30, 2020 at Zimmerman Fire Hall in Zimmerman, MN. Please process promptly.

Sincerely,



Paul Braton
Project Manager

PB/glb
Enclosures

Commitment

Flexibility

Reliability

Capability

Equal Opportunity Employer



AIA Document G702® - 1992

Application and Certificate for Payment

TO OWNER: Zimmerman/Livonia Fire District
 13028 Fremont Avenue
 Zimmerman, MN 55398

PROJECT: Zimmerman Livonia Fire Hall & Event Center
 26140 136th Street, Zimmerman, MN 55398

APPLICATION NO: 003
PERIOD TO: September 30, 2020

FROM: Rochon Corp.
 28 2nd Street NW, Suite 200
 Osseo, MN 55369

CONTRACTOR: Kodet Architectural Group
 15 Groveland Terrace
 Minneapolis, MN 55403

CONTRACT FOR: General Construction
CONTRACT DATE: June 25, 2020
PROJECT NOS: 107619 / 2010 /

Distribution to:
 OWNER: ARCHITECT:
 CONTRACTOR: FIELD:
 OTHER:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM \$4,740,000.00
2. NET CHANGE BY CHANGE ORDERS \$54,505.15
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$4,794,505.15
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$1,657,420.11

5. RETAINAGE:

- a. 5.00 % of Completed Work (Column D + E on G703) \$82,871.01
- b. 0 % of Stored Material (Column F on G703) \$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$82,871.01

6. TOTAL EARNED LESS RETAINAGE \$1,574,549.10
 (Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$1,110,573.24
 (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$463,975.86

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$3,219,956.05

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$54,505.15	\$0.00
TOTALS	\$54,505.15	\$0.00
NET CHANGES by Change Order	\$54,505.15	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: [Signature] Date: 10-1-2020
 By: [Signature] State of: Minnesota

County of: Hennepin

Subscribed and sworn to before me this _____ day of _____



Notary Public: _____

My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$463,975.86
 (Attach explanation if amount certifies differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet, if any, are changed to conform with the amount certified.)

ARCHITECT: _____

By: [Signature] Date: 10-1-2020

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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User Notes:

(3B9AD464)

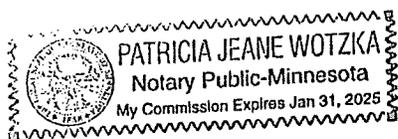
**WAIVER OF CONSTRUCTION LIEN, PAYMENT
BOND AND LIEN FUNDS**

October 1, 2020

For good and valuable consideration, the undersigned hereby irrevocably and unconditionally waives and releases any and all (a) rights and claims for a construction or other lien on land and buildings being constructed, altered, erected or repaired and to the appurtenances thereunto, (b) rights and claims on any payment bond(s) furnished in conjunction with said construction, alteration, erection or repair, and (c) rights and claims for lien on money, bonds, or warrants due or to become due to the prime contractor therefor. The property covered by this waiver is owned by Zimmerman/Livonia Fire District (owner), is located at 26140 136th Street, Zimmerman, MN is described as Zimmerman Fire Hall and this waiver pertains to a portion of the work to be performed by Rochon Corporation (prime contractor).

This waiver covers all labor, material and supplies for construction, alteration, erection, and repairs furnished by the undersigned under a contract with Zimmerman/Livonia Fire District through the date of this waiver in the amount of FOUR HUNDRED SIXTY THREE THOUSAND NINE HUNDRED SEVENTY FIVE & 87/100 DOLLARS (\$463,975.87).

This lien waiver is not valid until the amount listed above has been received.



Company Name Rochon Corporation

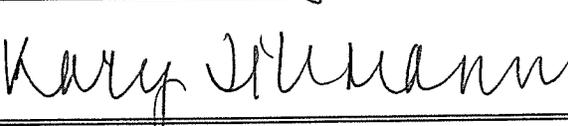
By Jerry Bratoh

Jerry Bratoh

Its CEO

Contractor Waiver Form

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: October 19, 2020	Originating Department: Finance
Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Presenter: Kary Tillmann, Clerk/Treasurer
Agenda Item: Disbursement of State Aid -- Zimmerman Livonia Fire Relief Association	Estimated Time: <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Council Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) ... payment to the Zimmerman/Livonia Fire Relief Association in the amount of \$81,932.35 as identified by the Minnesota Department of Revenue.	
Background: (Attach additional pages if needed)	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Department Head Signature/Date:  10/14/2020	
Clerk/Treasurer Signature/Date:  10/16/2020	
ACTION TAKEN <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other	
Date of Action: _____	
Comments:	
Administrator's Signature/Date:	

Welcome to the Minnesota Supplier Portal, KARY TILLMANN, [SIGN OUT](#)

Need Help?

Invoices

Payments

Payment Details

ZIMMERMAN CITY OF T
0000275730

Invoice Number 22189A27105002F001

Payment Date 09/30/2020

Method ACH

Pay Status Paid

Amount \$81,932.35

Currency USD

Review Payments - Supplier SS

Payment Advice

財 Q

Invoice

22189A27105002B001

22189A27105002F001

Return

Gross Amount	Discount	Discount Taken	Paid Amount
14,815.33 USD	0.00 USD	0.00 USD	14,815.33 USD
67,117.02 USD	0.00 USD	0.00 USD	67,117.02 USD

1-2 of 2

State Fire Aid

Supplemental

State Fire Aid

10/6/2020

101-42000-452

RECEIVED
SEP 30 2020
DIANE ARNOLD
County Auditor/Treasurer

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

<p>Applicant's Minnesota Tax ID Number 7018203</p>	<p>The Minnesota Tax ID must be issued in the same legal name of the licensee below.</p>	<p style="text-align: center;">FOR MUNICIPAL USE ONLY</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>License Authority</td></tr> <tr><td>License Number</td></tr> <tr><td>Period Covered</td></tr> <tr><td>Date of Issuance</td></tr> </table>	License Authority	License Number	Period Covered	Date of Issuance
License Authority						
License Number						
Period Covered						
Date of Issuance						
<p>Cigarettes/ tobacco products will be sold (a separate license is required for each location or vending machine):</p> <p><input checked="" type="checkbox"/> Over Counter <input type="checkbox"/> Through Vending Machine <input type="checkbox"/> Both</p>						
<p>Licensee's Legal Name Zimmerman Market Inc.</p>		<p>Federal Employer ID Number (FEIN) 85-3190713</p>				
<p>Business Trade Name (doing business as) Z Market</p>		<p>Daytime Phone 320-226-5592</p>				
<p>Complete Address of Business Location (permit location) 26233 2nd St. E.</p>		<p>Other Phone Number 320-289-1731</p>				
<p>City Zimmerman</p>	<p>County mn</p>	<p>State 55398</p>				
<p>Mailing Address (if different than business address) Zimmerman</p>	<p>City mn</p>	<p>State 55398</p>				
		<p>Fax Number 320-289-1705</p>				
		<p>Email Address j.dittes@mchsi.com</p>				

Type of legal organization (check one):

Sole proprietor Minnesota corporation: Enter date of incorporation _____

Partnership Out-of-state corporation: State of Incorporation _____

Other (describe) _____

Are you registered to do business in Minnesota? Yes No

Corporate Officers or partners (attach a list if necessary)

Name Timothy Jon Dittes	Title President
Address 2136 90th St SW	City, State, ZIP Code Appleton mn 56208
Name Jodi Ann Dittes	Title Sec/Treas
Address 2136 90th St SW	City, State, ZIP Code Appleton mn 56208

As a licensed tobacco products or cigarette retailer, I understand that:

- I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
- I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
- I may not sell cigarettes at a stand with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
- I may not purchase from or exchange cigarettes or tobacco products with another retailer.
- I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
- I know that the Minnesota Department of Revenue and/ or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
- I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Licensee Signature <i>Timothy Jon Dittes</i>	Title President	Print Name Timothy Jon Dittes	Date 9-28-2020	Daytime Phone 320-226-5592
Licensing Agent's Signature <i>Jodi Ann Dittes</i>	Title Sec/Treas	Print Name Jodi Ann Dittes	Date 9-28-2020	Daytime Phone 320-226-7828

License applicant: Submit this form to the licensing authority along with the license application.
Licensing authority: Mail, email or fax to:
Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331,
Fax: 651-556-5236. Email: cigarette.tobacco@state.mn.us

RECEIVED

SEP 30 2020

DIANE ARNOLD
County Auditor/Treasurer

Is the applicant or any of the associates in this application a member of the county board in which the license will be issued?

No Yes

(If the applicant for this license or any of the associates is the spouse of a member of the governing body or where a family relationship exists, the member shall no vote on this application.)

Have the applicants any interest, directly or indirectly, in any other establishments that sell tobacco in the county issuing this license?
 No Yes If yes, give the name and address of the establishment.

Name _____ Address _____

I certify that I have read the above questions and that the answers are true and correct to the best of my knowledge.

Applicant Name (Please Print)

Applicant's Signature

Date

Timothy Don Dittes

Timothy Don Dittes

9-28-2020

COMPLIANCE CHECK REPORT

Number of Compliance Checks in past five years: _____

Number of Sales to Underage Youth: _____

Any administrative penalties levied against applicant or any associates? No Yes

If yes, please describe. _____

Signature: Health Promotion Supervisor

Date

REPORT BY LOCAL BOARD/COUNCIL

We certify that to the best of our knowledge the applicants named above are eligible to be licensed. No Yes

If no, state reason. _____

Signature: Board/Council Chairperson

Date

REPORT BY COUNTY ATTORNEY

I certify that to the best of my knowledge the applicants named above are eligible to be licensed. No Yes

If no, state reason. _____

Signature: County Attorney

Date

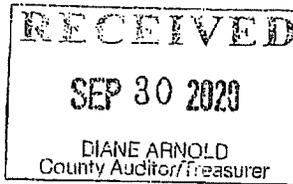
REPORT BY SHERIFF

I certify that to the best of my knowledge, the applicants named above have not been convicted within the last five years for any violation of local, state or federal laws and ordinances relating to the sale of tobacco. No Yes If yes, please describe.

Signature: Sheriff

Date

State of Minnesota,
County of Sherburne



**TOBACCO, TOBACCO PRODUCTS, TOBACCO RELATED DEVICES
and ELECTRONIC DELIVERY DEVICES
LICENSE APPLICATION OR RENEWAL**

APPLICATION TYPE - CHECK ONE

New or Transfer
 Renewal

Applicant's Name (Business, Partnership, Corporation) <i>Zimmerman Market Inc.</i>		DBA or Trade Name <i>Z Market</i>		
License Address <i>26233 2nd St. E.</i>		Business Phone <i>320-289-1731</i>	Applicant's Home No. <i>() 320-226-5592</i>	
City <i>Zimmerman</i>	County <i>Sherburne</i>	State <i>MN</i>	Zip Code <i>55398</i>	License ^{Nov} Period <i>Z</i> From To <i>2020-2021</i>

Give name, residence, title and age for all partners, or the officers and directors of a corporation. Also, state the partnership interest of each partner and for a corporation the percent of stock held by each officer.

Name <i>Timothy Jon Ditter</i>	Title <i>Pres.</i>	Age <i>58</i>	%Stock/Int <i>50</i>
Address <i>2136 90th St SW</i>	City <i>Appleton</i>	State <i>MN</i>	
Name <i>Jodi Ann Ditter</i>	Title <i>Sec/Treas.</i>	Age <i>56</i>	%Stock/Int <i>50</i>
Address <i>2136 90th St SW</i>	City <i>Appleton</i>	State <i>MN</i>	
Name	Title	Age	%Stock/Int
Address	City	State	

Describe premises to be licensed (location) (type of business - convenience, bar, grocery store, etc.)

Is 90% of sales revenue derived from tobacco/tobacco products No Yes *Grocery Store*

Number of months per year establishment will be open: <i>12</i>	Name of Manager:
Has the applicant attached documentation from their wholesaler or distributors verifying compliance with State and Federal requirements for child-resistant packaging? <input type="checkbox"/> No <input type="checkbox"/> Yes	Does the applicant owe any administrative penalties for prior violations of the Tobacco Ordinance which remain unpaid? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes

RECEIVED

SEP 30 2020

Has the applicant or any of the associates in this application been convicted of any tobacco law violations under county ordinance or state or federal laws during the last five years? No Yes
If yes, give date and details:

Has the applicant or any of the associates ever been denied a license to sell tobacco or tobacco products? No Yes
If yes, please give date, location and other details:

Is the applicant or any of the associates in this application a member of the county Board in which the license will be issued? No Yes
(If the applicant for this license or any of the associates is the spouse of a member of the governing body or where a family relationship exists, the member shall not vote on this application.)

Have the applicants any interest, directly or indirectly, in any other establishments that sell tobacco in the county issuing this license? No Yes If yes, give the name and address of the establishment.

Name _____ Address _____

I acknowledge the Sherburne County Sheriff will be authorized to conduct a background check on applicant and associates. I certify that I have read the above questions and that the answers are true and correct to the best of my knowledge.

Applicant Name (Please Print) Applicant's Signature Date
Timothy Jon Dittes *Timothy Dittes* 9-26-2020

COMPLIANCE CHECK REPORT

Number of Compliance Checks in past five years:
Number of Sales to Underage Youth:
Any administrative penalties levied against applicant or any associates? No Yes
If yes, attach documentation.
Signature: Health Promotion Supervisor Date

REPORT BY LOCAL BOARD/COUNCIL

We certify that to the best of our knowledge the applicants named above are eligible to be licensed. No Yes
If no, attach documentation.
Signature: Date

REPORT BY COUNTY ATTORNEY

I certify that to the best of my knowledge the applicants named above are eligible to be licensed. No Yes
If no, attach documentation.
Signature: Date

REPORT BY SHERIFF

I certify that to the best of my knowledge, the applicants named above have not been convicted within the last five years for any violation of local, state or federal laws and ordinances relating to the sale of tobacco. No Yes
If no, attach documentation.
Signature: Date



**BOLTON
& MENK**

Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: October 14, 2020
To: Randy Piasecki, City Administrator
Mayor and City Council Members
From: Kevin F. Bittner, P.E., City Engineer *KFB*
Subject: 2020 Morrison Addition Improvements
City of Zimmerman
Project No.: R16.118404

The subject project is substantially complete, and the Contractor is working to complete punch list items.

The next step in the improvement process is to conduct an assessment hearing. There are two resolutions attached for Council action.

The first resolution declares the cost to be assessed and orders preparation of the proposed assessment. The total proposed assessment is \$277,882.80, which will be distributed to benefitting property owners in accordance with the City's assessment policy.

The second resolution calls for the hearing on the proposed assessment. The hearing will be scheduled for the City Council meeting of November 16. Each property owner will receive by mail a notice of the hearing, which will also include the individual amount of their proposed assessment. The hearing will provide property owners the opportunity to speak to their assessment if they so choose.

Please contact me if you have any comments or questions.

CITY OF ZIMMERMAN

Date: October 19, 2020
Motion by:

Resolution No.:
Second by:

RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT 2020 MORRISON ADDITION IMPROVEMENTS

WHEREAS, a contract has been let for the improvements in the Morrison Addition, including 1st Avenue South and 2nd Avenue South from 2nd Street West to 4th Street West (CR 45); 3rd Street West from Fremont Avenue (CSAH 4) to 2nd Avenue South; along with the east-west alleys between Fremont Avenue and 1st Avenue from Main Street to 4th Street and between 1st Avenue and 2nd Avenue from 2nd Street West to 4th Street West and south of 2nd Avenue from 2nd Street West to the Zimmerman Elementary property, the total cost of such improvements is projected to be \$1,532,127.19, which includes construction, engineering and administration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ZIMMERMAN, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$1,253,776.39 and the portion of the cost to be assessed against benefited property owners is declared to be \$277,882.80.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2021, and shall bear interest at the rate of four percent (4%) per annum from the date of the adoption of the assessment resolution.
3. The city engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in her office for public inspection.
4. The city engineer shall upon the completion of such proposed assessment, notify the council thereof.

YES
BONDHUS
FREDERICK
SHEPARD
STAY
WHITING

NO
BONDHUS
FREDERICK
SHEPARD
STAY
WHITING

Nick Stay, Mayor

STATE OF MINNESOTA

COUNTY OF SHERBURNE

I, Kary Tillmann, duly appointed, qualified, and acting Clerk to the Council for the City of Zimmerman, County of Sherburne, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of proceedings of the Zimmerman City Council, at their session held on the 19th day of October, 2020, now on file in my office and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Zimmerman, Minnesota, the ____ day of October, 2020.

Kary Tillmann

Clerk/Treasurer

CITY OF ZIMMERMAN

Date: October 19, 2020
Motion by:

Resolution No.:
Second by:

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT 2020 MORRISON ADDITION IMPROVEMENTS

WHEREAS, by a resolution passed by the council on October 19, 2020, the city engineer was directed to prepare a proposed assessment of the cost of improvements in the Morrison Addition, including 1st Avenue South and 2nd Avenue South from 2nd Street West to 4th Street West (CR 45); and 3rd Street West from Fremont Avenue (CSAH 4) to 2nd Avenue South, and

WHEREAS, upon completion, the assessment roll will be filed in the city clerk's office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ZIMMERMAN, MINNESOTA:

1. A hearing shall be held at 7:00 p.m. on November 16, 2020 in the Zimmerman City Hall to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The city clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Zimmerman, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County of Sherburne, the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

YES	
BONDHUS	<input type="checkbox"/>
FREDERICK	<input type="checkbox"/>
SHEPARD	<input type="checkbox"/>
STAY	<input type="checkbox"/>
WHITING	<input type="checkbox"/>

NO	
BONDHUS	<input type="checkbox"/>
FREDERICK	<input type="checkbox"/>
SHEPARD	<input type="checkbox"/>
STAY	<input type="checkbox"/>
WHITING	<input type="checkbox"/>

Nick Stay, Mayor

STATE OF MINNESOTA

COUNTY OF SHERBURNE

I, Kary Tillmann, duly appointed, qualified, and acting Clerk to the Council for the City of Zimmerman, County of Sherburne, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of proceedings of the Zimmerman City Council, at their session held on the 19th day of October, 2020, now on file in my office and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Zimmerman, Minnesota, the _____ day of October, 2020.

Kary Tillmann

Clerk/Treasurer

CITY OF ZIMMERMAN
REQUEST FOR COUNCIL ACTION

Requested Date of Council Consideration: <p style="text-align: center;">10/19/20</p>	Originating Department: <p style="text-align: center;">Public Works</p>
Flexibility: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Agenda Item: Consider Purchase of 10-foot Pro-Tech Snow Pusher and Push Beam for John Deere Tractor	Presenter: Keith Koehler Estimated Time: <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
---	--

Council Action Requested:

Information/Review Motion to approve... Motion to deny... Other Budget Change
 (Please word the motion below as you would like it to appear in the minutes.)

A motion to accept a quote from Crysteel Truck Equipment to provide and install a 10-foot Pro-Tech Snow Pusher, hydraulics, and fabrication of a push beam for a John Deere tractor, at a price of \$10,763.06 as recommended by staff.

Supporting Documents: Attached None

Background:
 Staff proposes to purchase a 10-foot snow pusher for the John Deere tractor so it may be utilized for snow removal. It was previously explained the City owns a 3-point snowblower attachment for this tractor that is seldom used, and was approved for sale/disposal by Council. Staff has contacted Crysteel Truck Equipment and RDO Equipment (John Deere) for quotes on providing a 10-foot snow pusher, frame and hydraulics. Quotes from each vendor are attached.

Crysteel proposes a 10-foot pusher with steel cutting edge, and to construct a push beam frame and hydraulic control to attach the tractor and snow pusher at a price of \$13,435.86. Crysteel offers a trade-in option/discount of \$750 for the 3-point blower, and a discount of \$2,908.80 for a rubber cutting edge. These discounts, plus shipping, bring the Crysteel quote to \$10,763.06. John Deere proposes a 10-foot pusher, sub-frame and lift/hydraulic system, and freight and installation for a quoted price of \$19,440.00.

Staff is comfortable with the Crysteel proposal to fabricate the push beam and hydraulic controls for the snow pusher and installation onto the tractor. Staff recommends NOT trading the 3-point blower, but installing the rubber cutting edge on the pusher saving \$2,908.80, and requests Council accept the Crysteel quote totaling \$10,763.06.

Department Head Signature/Date:
 10/16/20

Clerk/Treasurer Signature/Date:
 10/13/2020

ACTION TAKEN Approved as Requested Denied Tabled Accepted Report Other

Date of Action: _____

Comments:

Administrator's Signature/Date:



1130 73rd Avenue NE
 Fridley, MN 55432
 (763) 571-1902
 1-800-795-1280
 Fax # (763) 571-5091

Highway 60 East
 Lake Crystal, MN 56055
 (507) 726-6041
 1-800-722-0588
 Fax # (507) 726-2984

www.crysteeltruck.com

AN EQUAL OPPORTUNITY EMPLOYER

September 22, 2020

Keith Koehler
 City of Zimmerman
 12980 Fremont Avenue
 Zimmerman, MN 55398

Dear Keith:

Crysteel Truck Equipment is pleased to submit this quote for your approval. Pricing is based on MN-State contract # S-863(5) unless noted as Non-Contract Item (NCI).

Installation of 10' Pro-Tech Snow pusher on John Deere Tractor

13.17 For 10' long IS10B Steel Edge Pusher w/Trip Edge 36" moldboard, 9yd snow capacity	\$6,452.99
5.10 MC7000 non-tilt low profile flat bar 00015137 Jaw Style	\$984.69
5.2 Installation of front hitch only w/double acting lift cylinder	\$1,853.37
5.6 (2) side plates of 3/4" material	\$210.08
5.34 4" x 10" DA lift cylinder 05002953	\$349.41
6.1 MTE MC6000 quick hitch 00023450i	\$753.64
NCI:	
Buyers Lights 1311100 LIGHT KIT, SAM UNIVERSAL W/HARNESS (installed)	\$491.68
Fabrication of push beam/paint	\$2,190.00
Shop supplies	\$150.00
Total:	\$13,435.86
Less for trade in of Loftness 3-point Snowblower:	(\$750.00)
Total Package Price:	\$12,685.86

Options:

For For 10' long SP10B rubber edge pusher, 36" moldboard w/9yd snow capacity
 deduct from total price: (\$2,908.80)
 Shipping cost: \$2.95/loaded mile \$236.00

** Customer is to provide the correct John Deere hydraulic fittings to ensure proper style and fit.*

Sincerely,

Rob Weldon

- All prices are subject to applicable taxes
- Quotes are good for 30 days

\$13,435.86 TOTAL
 - 2,908.80 RUBBER EDGE
 \$10,527.06
 + 236.00 SHIPPING
 \$10,763.06



JOHN DEERE

Investment Proposal (Quote)

RDO Equipment Co.
6700 Highway 10 Northwest
Sauk Rapids MN, 56379
Phone: (320) 259-6222 - Fax: (320) 259-6014

Proposal for:
CITY OF ZIMMERMAN
12980 FREMONT AVE
ZIMMERMAN, MN, 553989414
SHERBURNE

Investment Proposal Date: 3/25/2020
Pricing Valid Until: 4/24/2020
Deal Number: 1298966
Customer Account#: 4465020
Sales Professional: Scott Koopmeiners
Phone: (320) 259-6222
Fax:
Email: skoopmeiners@rdoequipment.com

Comments

INCLUDES LIVEBOXX PLOW (LIVE EDGE CUTTING EDGE), SUB-FRAME, LIFT SYSTEM AND NITROGEN ACCUMULATOR.

PLOW WILL LIFT WITH MID-MOUNT HYDRAULICS

VIEW AT www.metalpless.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	0	New 2020 METAL PLESS INC. LBX1032	\$16,350.00
			Freight in ZIMMERMAN TO SAUK RAPIDS	\$400.00
			Freight Out SAUK RAPIDS TO ZIMMERMAN	\$400.00
			Outside Parts and Labor INSTALL OF LIVEBOXX PLOW	\$2,290.00
			Equipment Subtotal:	\$19,440.00

Purchase Order Totals

Balance:	\$19,440.00
Tax Rate 3: (MNEG 0%)	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$19,440.00
Cash with Order:	\$0.00
Balance Due:	\$19,440.00

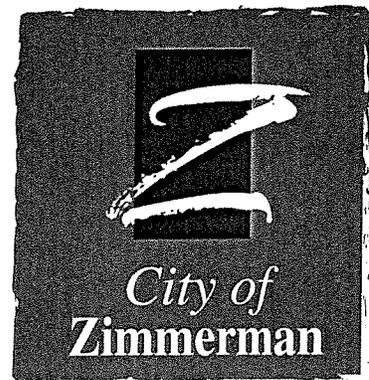
Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	TBD	2020 METAL PLESS INC. LBX1032	LBX1032 LBX1032 LIVEBOXX PLOW, 10' X 32"

ECONOMIC DEVELOPMENT AUTHORITY

12980 Fremont Avenue
Zimmerman, MN 55398
763.856.4666

Nick Stay, President
Randy Piasecki, Executive Director



ANNUAL MEETING AGENDA October 19, 2020, 7:30 PM

1. Call to Order
2. Roll Call
3. Approval of Annual Meeting Minutes – April 1, 2019
4. Appoint 2020 Officers - see attached resolution
5. Adjourn

REGULAR MEETING AGENDA October 19, 2020, 7:35 PM

1. Call to Order
2. Roll Call
3. Approval of Regular Minutes – April 15, 2019
4. Additions/Deletions
5. New Business
 - a. Consider Resolutions Approving Terms of Interfund Loans for TIF Districts #10 and #11
6. Old Business
7. President's Report
8. Director's Report
 - a. Member Resignation – Barry Rosar – 24 years of service - 8/5/1996 – 9/28/2020
 - b. Term Expiration 12/31/2020 – Jan Nicodemus
9. Miscellaneous
10. Adjourn

**ANNUAL MEETING OF THE
ZIMMERMAN ECONOMIC DEVELOPMENT AUTHORITY
MONDAY, APRIL 1, 2019**

CALL TO ORDER The annual meeting of the Zimmerman Economic Development Authority was called to order at 7:32 p.m. by President Stay.

ROLL CALL Present: President Stay, Members Bondhus, Frederick, Rosar, Stay and Whiting. Member Nicodemus was absent. Also present were Executive Director Piasecki and Secretary Tillmann.

AGENDA APPROVAL **The agenda was approved by unanimous consensus as presented.**

APPROVAL OF MINUTES **Frederick/Shepard unanimous to approve the minutes of the January 8, 2018 Annual Meeting of the EDA as presented.**

APPOINTMENT OF OFFICERS:

RESOLUTION #19-04-01 **Shepard/Bondhus unanimous to adopt EDA RESOLUTION #19-04-01, appointing the following persons as officers of the Zimmerman Economic Development Authority:**

President:	Nickolas Stay (Mayor)
Vice President:	Jay Whiting (Acting Mayor)
Secretary:	Kary Tillmann (Clerk/Treasurer)
Treasurer:	Nickolas Stay (Mayor)
Asst. Treasurer:	Kary Tillmann (Clerk/Treasurer)
Executive Director:	Randy Piasecki (City Administrator)

Whiting/Shepard unanimous to adjourn the annual meeting of the Zimmerman Economic Development Authority at 7:34 p.m.

Approved this ____ day of _____, 201__.

Randy Piasecki

Executive Director

**ZIMMERMAN ECONOMIC DEVELOPMENT AUTHORITY
REQUEST FOR ACTION**

Requested Date of Authority Consideration: <p style="text-align: center;">10/19/20</p> Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Administration
Agenda Item: Adopt Resolution Appointing 2020 EDA Officers	Presenter: Randy Piasecki Estimated Time: <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Authority Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) A motion to approve the resolution appointing the 2020 EDA Officers.	
Background: (Attach additional pages if needed) The City created the EDA in its current organization and structure in November of 1992. The EDA was created as a 7-member board as permitted by Statute, consisting of the 5 elected council members and 2 appointees at-large. Since the creation in 1992, the officer have also been appointed as follows: President = Mayor Vice – President = Acting Mayor Secretary = Clerk-Treasurer Treasurer = Mayor Asst. Treasurer = Clerk-Treasurer Executive Director = City Planner /City Administrator Staff recommends EDA adopt the attached draft resolution appointing the 2020 officers.	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Executive Director Signature/Date:	
Secretary/Asst. Treasurer Signature/Date:	
ACTION TAKEN <input type="checkbox"/> Approved as Requested <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other Date of Action: _____ Comments:	
Executive Director's Signature/Date:	

**ECONOMIC DEVELOPMENT AUTHORITY
IN AND FOR THE
CITY OF ZIMMERMAN
COUNTY OF SHERBURNE
STATE OF MINNESOTA**

RESOLUTION NO. 2020-10-0x

A RESOLUTION ADOPTING 2020 EDA OFFICER APPOINTMENTS

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Zimmerman Economic Development Authority (the "Authority"), that the Board hereby appoints the following offices the following persons, respectively:

President -	Nick Stay (Mayor)
Vice-President -	Jay Whiting (Acting Mayor)
Secretary -	Kary Tillmann (Clerk/Treasurer)
Treasurer -	Nick Stay (Mayor)
Assistant Treasurer -	Kary Tillmann (Clerk/Treasurer)
Executive Director -	Randy Piasecki (City Administrator)

Adopted by the Board of the EDA this 19th day of October, 2020.

YES:

NO:

ABSENT:

Nick Stay, President

Randy Piasecki, Executive Director

This document drafted by
Randy Piasecki, Executive Director
Zimmerman EDA.

**MINUTES OF THE REGULAR MEETING
OF THE CITY OF ZIMMERMAN
ECONOMIC DEVELOPMENT AUTHORITY
MONDAY, APRIL 15, 2019**

CALL TO ORDER

The regular meeting of the Zimmerman Economic Development Authority was called to order at 7:31 p.m. at City Hall by President Stay.

ROLL CALL

Present: President Stay, Members Frederick, Shepard and Whiting. Members Bondhus and Rosar were excused absent. Member Nicodemus was not in attendance. Also present were Executive Director Piasecki and Secretary Tillmann.

APPROVAL OF MINUTES

Whiting/Frederick unanimous to approve the minutes of the April 1, 2019 Regular EDA Meeting as presented.

AGENDA APPROVAL

Shepard/Frederick unanimous to approve the agenda as presented.

Reliant Systems Project and Redevelopment Contract

Executive Director Piasecki provided a summary of the Reliant Systems project. Owners Randy and Heidi Olerich wish to acquire Lots 3 & 4, Block 2 in the Sherburne County Public Safety Addition from the EDA to construct a 40,000 square foot tip up concrete building to relocate and consolidate their existing businesses. They would like to begin construction in May 2019. They have been working with City staff for nearly 2 years on this project and have recently executed a purchase agreement for the purchase of land from the EDA and submitted an application for TIF assistance to the City's Financial Consultant.

President Stay opened a Public Hearing at 7:42 p.m. for the purpose of considering the sale of property to Reliant Systems and executing a Business Subsidy Agreement for financial assistance. The contract for private redevelopment between the City EDA and Reliant Systems considers the sale of the property for \$1 in exchange for Reliant developing the property with a 40,000 square foot structure and creating 12 new jobs within 5 years.

The following public comments were received:

Ron Mathison, 13818 – 2nd Avenue North, Zimmerman, requested the owners consider not disturbing the old oak tree in the middle of the yard, as it has been in that location since before his grandparents originally purchased the property.

Brady Gibeau, 26729 -- 117th Street NW, Zimmerman, questioned where the project site was located. Piasecki identified the property on the map and described the general location within City limits.

Michael Johann, 12995 9th Ave South, Zimmerman, asked additional questions about the Reliant Systems operation, which were answered by Bill Mole, Operations Manager.

President Stay closed the public hearing at 7:47 p.m.

EDA RESOLUTION #2019-04-03

Whiting/Shepard unanimous to adopt EDA RESOLUTION #2019-04-03 authorizing the execution of a Development Contract and Business Subsidy Agreement between the City of Zimmerman Economic Development Authority and Reliant Systems for a project

**on the property identified as Lots 3 & 4, Block 2, Sherburne County
Public Safety Addition. Motion carried.**

Shepard/Whiting unanimous to adjourn the meeting at 7:50 p.m. Motion carried.

Approved this _____ day of _____, 2020.

Randy Piasecki, Executive Director

**ZIMMERMAN ECONOMIC DEVELOPMENT AUTHORITY
REQUEST FOR ACTION**

Requested Date of Authority Consideration: <p style="text-align: center;">04/01/19</p> Flexibility: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Originating Department: Administration
Agenda Item: Adopt Resolution Appointing 2020 EDA Officers	Presenter: Randy Piasecki Estimated Time: <input type="checkbox"/> Consent Agenda <input checked="" type="checkbox"/> 5 Min. <input type="checkbox"/> 15 Min. <input type="checkbox"/> 30 Min. <input type="checkbox"/> 45 Min. <input type="checkbox"/> 1 Hour
Authority Action Requested: <input type="checkbox"/> Information/Review <input checked="" type="checkbox"/> Motion to approve... <input type="checkbox"/> Motion to deny... <input type="checkbox"/> Other <input type="checkbox"/> Budget Change (Please word the motion below as you would like it to appear in the minutes.) A motion to approve the resolution appointing the 2020 EDA Officers. Background: (Attach additional pages if needed) The City created the EDA in its current organization and structure in November of 1992. The EDA was created as a 7-member board as permitted by Statute, consisting of the 5 elected council members and 2 appointees at-large. Since the creation in 1992, the officer have also been appointed as follows: President = Mayor Vice – President = Acting Mayor Secretary = Clerk-Treasurer Treasurer = Mayor Asst. Treasurer = Clerk-Treasurer Executive Director = City Planner /City Administrator Staff recommends EDA adopt the attached draft resolution appointing the 2020 officers.	
Supporting Documents: <input checked="" type="checkbox"/> Attached <input type="checkbox"/> None	
Executive Director Signature/Date:	
Secretary/Asst. Treasurer Signature/Date:	
ACTION TAKEN <input type="checkbox"/> Approved as Requested <input type="checkbox"/> Denied <input type="checkbox"/> Tabled <input type="checkbox"/> Accepted Report <input type="checkbox"/> Other Date of Action: _____ Comments:	
Executive Director's Signature/Date:	

**ZIMMERMAN ECONOMIC DEVELOPMENT AUTHORITY
COUNTY OF SHERBURNE
STATE OF MINNESOTA**

RESOLUTION NO. 2020-10-0x

**A RESOLUTION APPROVING TERMS OF UP TO A \$25,000 INTERFUND
LOAN ASSOCIATED WITH TAX INCREMENT FINANCING DISTRICT NO.
10**

BE IT RESOLVED by the Board of Commissioners (the "Commissioners") of the Zimmerman Economic Development Authority (the "Authority") as follows:

Section 1. Recitals.

1.01 The Authority has established Tax Increment Financing District No. 10 (the "TIF District")

1.02 The Authority has also agreed to finance certain costs in categories identified on Exhibit A (the "Qualified Costs") from Authority funds available for such purposes.

1.03 The Authority will loan money to finance Qualified Costs under Minnesota Statutes, Section 469.176, Subdivision 4 from its EDA Fund No. 228 or any other fund under which it has legal authority to do so, pursuant to Minnesota Statutes, Section 469.178, Subdivision 7.

1.04 The Authority intends to reimburse itself for the Qualified Costs from tax increments generated from the TIF District in accordance with terms of this resolution (which terms are referred to collectively as the "TIF Loans").

1.05 The Authority acknowledges the need to create and maintain an ongoing Register of Advances (the "Register"), as shown on Exhibit A, to reflect the continuing interfund loans and advances in accordance with the TIF Loans.

Section 2. Terms of the TIF Loans.

2.01 The Authority shall repay the Authority fund from which the Qualified Costs were and are to be paid, the principal amounts as shown on Exhibit A attached hereto, together with accrued interest from the date of each expenditure at a rate of 4.0% per annum.

2.02 Principal and interest payments (the "Payments") for each TIF Loan shall be paid annually on December 31 of the first year of receipt of Available Tax Increment (defined in Sec. 2.03 below) and on each December 31 thereafter (the "Payment Dates"), up to and including the earlier of (a) payment in full of each TIF Loan or (b) the termination date of the TIF District. Payments shall be applied first to accrued interest and the balance to the reduction of principal. Interest accruing from the date of each expenditure to the first Payment Date shall be compounded annually on December 31 of each year and added to principal.

2.03 Payments on each TIF Loan are payable solely from Available Tax Increment, which shall mean the tax increment available from the TIF District and available for that purpose from any other tax increment financing district, after withholding (a) allowable Authority administrative fees, and (b) prior obligations, which shall include all general obligation or revenue bonds or notes for which the tax increment revenues of the TIF District or other tax increment financing districts are pledged.

2.04 The principal sum and accrued interest payable under each TIF Loan may be prepaid in whole or in part at any time without premium or penalty. No partial prepayment of any TIF Loan shall affect the amount or timing of any regular payments otherwise required to be made under the TIF Loans.

2.05 Each TIF Loan is evidence of internal borrowing by the Authority in accordance with Minnesota Statutes, Section 469.178, Subdivision 7, and are limited obligations payable solely from the Available Tax Increments pledged to the payment thereof under this resolution. The Authority shall have no obligation to pay any principal amounts of the TIF Loans or accrued interest thereon which may remain unpaid after the final Payment Date.

2.06 The Authority may amend the terms of any TIF Loan at any time by resolution of the Board of Commissioners. The Authority may make a determination to forgive the outstanding principal amounts and accrued interest to the extent permissible under law.

Section 3. Approval. The Board of the Authority hereby approves the creation of a Register of Advances and the appointment of the Clerk/Treasurer of the City to maintain the Register to reflect an accurate accounting of the Authority interfund loans and advances, and approves their repayment in accordance with this Resolution.

PASSED AND ADOPTED BY THE ZIMMERMAN ECONOMIC DEVELOPMENT
AUTHORITY THIS _____ DAY OF _____, 2020.

Nick Stay, President

ATTEST:

Randy Piasecki, Executive Director

MMB: 4824-9341-6476, v. 1

EXHIBIT A

REGISTER OF ADVANCES

QUALIFIED EXPENSE	AMOUNT PAID
Land/Building Acquisition	
Site Improvements/Preparation Costs	
Utilities	
Other Public Improvements	
Construction of Affordable Housing	
Authority Administrative Costs	
County Administrative Costs	
Bond Payments – Paygo & all other Bonds – Principal	
Bond Payments – Paygo & all other Bonds – Interest	

MMB: 4843-6841-6412, v. 1

ZIMMERMAN ECONOMIC DEVELOPMENT AUTHORITY

**COUNTY OF SHERBURNE
STATE OF MINNESOTA**

RESOLUTION NO. 2020-10-0x

**A RESOLUTION APPROVING TERMS OF UP TO A \$25,000 INTERFUND
LOAN ASSOCIATED WITH TAX INCREMENT FINANCING DISTRICT NO.
11**

BE IT RESOLVED by the Board of Commissioners (the "Commissioners") of the Zimmerman Economic Development Authority (the "Authority") as follows:

Section 1. Recitals.

1.01 The Authority has established Tax Increment Financing District No. 11 (the "TIF District")

1.02 The Authority has also agreed to finance certain costs in categories identified on Exhibit A (the "Qualified Costs") from Authority funds available for such purposes.

1.03 The Authority will loan money to finance Qualified Costs under Minnesota Statutes, Section 469.176, Subdivision 4 from its EDA Fund No. 228 or any other fund under which it has legal authority to do so, pursuant to Minnesota Statutes, Section 469.178, Subdivision 7.

1.04 The Authority intends to reimburse itself for the Qualified Costs from tax increments generated from the TIF District in accordance with terms of this resolution (which terms are referred to collectively as the "TIF Loans").

1.05 The Authority acknowledges the need to create and maintain an ongoing Register of Advances (the "Register"), as shown on Exhibit A, to reflect the continuing interfund loans and advances in accordance with the TIF Loans.

Section 2. Terms of the TIF Loans.

2.01 The Authority shall repay the Authority fund from which the Qualified Costs were and are to be paid, the principal amounts as shown on Exhibit A attached hereto, together with accrued interest from the date of each expenditure at a rate of 4.0% per annum.

2.02 Principal and interest payments (the "Payments") for each TIF Loan shall be paid annually on December 31 of the first year of receipt of Available Tax Increment (defined in Sec. 2.03 below) and on each December 31 thereafter (the "Payment Dates"), up to and including the earlier of (a) payment in full of each TIF Loan or (b) the termination date of the TIF District. Payments shall be applied first to accrued interest and the balance to the reduction of principal. Interest accruing from the date of each expenditure to the first Payment Date shall be compounded annually on December 31 of each year and added to principal.

2.03 Payments on each TIF Loan are payable solely from Available Tax Increment, which shall mean the tax increment available from the TIF District and available for that purpose from any other tax increment financing district, after withholding (a) allowable Authority administrative fees, and (b) prior obligations, which shall include all general obligation or revenue bonds or notes for which the tax increment revenues of the TIF District or other tax increment financing districts are pledged.

2.04 The principal sum and accrued interest payable under each TIF Loan may be prepaid in whole or in part at any time without premium or penalty. No partial prepayment of any TIF Loan shall affect the amount or timing of any regular payments otherwise required to be made under the TIF Loans.

2.05 Each TIF Loan is evidence of internal borrowing by the Authority in accordance with Minnesota Statutes, Section 469.178, Subdivision 7, and are limited obligations payable solely from the Available Tax Increments pledged to the payment thereof under this resolution. The Authority shall have no obligation to pay any principal amounts of the TIF Loans or accrued interest thereon which may remain unpaid after the final Payment Date.

2.06 The Authority may amend the terms of any TIF Loan at any time by resolution of the Board of Commissioners. The Authority may make a determination to forgive the outstanding principal amounts and accrued interest to the extent permissible under law.

Section 3. Approval. The Board of the Authority hereby approves the creation of a Register of Advances and the appointment of the Clerk/Treasurer of the City to maintain the Register to reflect an accurate accounting of the Authority interfund loans and advances, and approves their repayment in accordance with this Resolution.

PASSED AND ADOPTED BY THE ZIMMERMAN ECONOMIC DEVELOPMENT
AUTHORITY THIS _____ DAY OF _____, 2020.

Nick Stay, Chairman

ATTEST:

Randy Piasecki, Executive Director

EXHIBIT A
REGISTER OF ADVANCES

QUALIFIED EXPENSE	AMOUNT PAID
Land/Building Acquisition	
Site Improvements/Preparation Costs	
Utilities	
Other Public Improvements	
Construction of Affordable Housing	
Authority Administrative Costs	
County Administrative Costs	
Bond Payments – Paygo & all other Bonds – Principal	
Bond Payments – Paygo & all other Bonds – Interest	

MMB: 4822-7147-0492, v. 1